

THE AMERICAN ARCHIVIST

JANUARY, 1939

Volume II

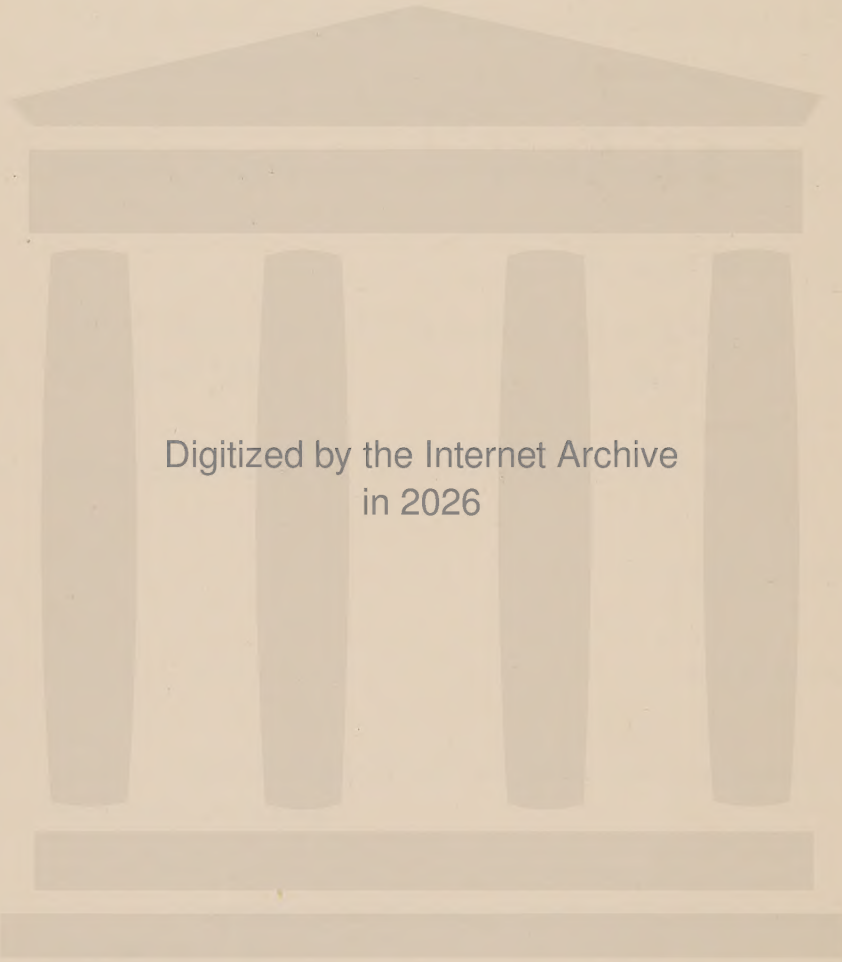
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UNIFORM STATE ARCHIVAL LEGISLATION¹

THE federal system of government determines the pattern of archival administration in the United States. Forty-eight states, acting as independent dictators concerned mainly with immediate problems and largely oblivious of each other's efforts, have exercised exclusive jurisdiction over state and local archives. A generation of uncorrelated, unsystematic experimentation has produced a wide diversity of legislation, administration and achievement. For years some states have been seeking legislation and administrative procedures which would safeguard the making, preservation and availability of public archives; others have scarcely come yet to serious grips with the problem.

State experimentation has brought universal recognition of the administrative and historical value of public archives and of the eligibility and importance of their administration as a function of state government. Moreover, it has analyzed, described and defined the complex problems of archival administration in the forty-eight states and has shown them to be less diverse than the practices and achievements. So similar are the problems that archivists of the various states long ago learned that they could learn from each other. From 1909 they assembled annually at the call of the Public Archives Commission of the American Historical Association to sit in study at each other's feet. An evolving consciousness of a national community of archival problems and interests, based on a growing realization of their similarity in the forty-eight states, produced the Society of American Archivists in 1936. The organization of the Society and the establishment of the National Archives signaled the nationalization as well as the professionalization of archival interest and effort in the United States.

State archival experience has also shown that certain administrative

¹ Presidential address read at the second annual meeting of the Society of American Archivists, Springfield, Illinois, October 25, 1938.

systems and procedures are more effective than others and that state legislation is of basic importance to the existence as well as the improvement of archival administration. To insure effectiveness, the system or form of administration should be supplemented by intelligent public opinion, a professional, nonpolitical personnel and an adequate operating budget. But some form or system is essential and must rest upon state legislation. State law, or the absence of it, determines in large degree the location, care and availability of state and local archives. It imperiously directs investigators to the places where their source materials may be found and determines in large measure the conditions attending them and their use of them. It is indispensable to, though not a guarantee of, effective archival administration.

If state legislation is basic to the progress of archival economy, if the archival problems of the forty-eight states are similar and if some states have been more successful than others in solving these problems, should there not be a conscious, concerted, nation-wide effort to profit by the experience of those states which have been most successful? Uniform or similar state archival legislation, based upon the most effective laws anywhere, would seem to be the most direct course to a general improvement in the administration of state and local archives.

The obstacles to the voluntary co-operation of forty-eight states in adopting uniform archival laws are very great. But powerful factors inspire optimism. Localism is giving ground before the advancing nationalization of social, economic, cultural and political life in the United States. More and more evident is the universality and similarity of state archival problems. The National Archives is a common source of stimulus, trained personnel and improved techniques. The archivists are now organized in a national society "to promote sound principles of archival economy and to facilitate co-operation among archivists and archival agencies." A primary objective of its standing Committee on Public Relations is the improvement of state archival legislation. The Society might endeavor to enlist the co-operation of the National Conference of Commissioners on Uniform State Laws, an influential organization affiliated with the American Bar Association, which has already secured uniform or similar state legislation on some subjects of nation-wide interest and importance. Moreover, in every state there is strong unorganized support among historians, economists, sociologists, lawyers, public officials and intelligent citizens for any reasonable archival program designed to promote public interest.

The time seems ripe for the Society of American Archivists to formulate the best existing archival legislation in the states and endeavor to mobilize all available support in obtaining uniform or similar laws in all of the states. Such an effort should be based upon an objective examination and a discriminating evaluation of existing state archival legislation² and experience.

² The following citations are to the state archival legislation upon which this address is based.

Alabama: *The Alabama Code of 1928*, secs. 1398-1417, 2683-2696, 3207, 4120-4124, 5017-5019, 5030, 5031, 6727, 7681-7687, 7709, 7719, 10128-10139. Arizona: *The Revised Code of Arizona, 1928*, secs. 102, 853, 862, 1933, 2750-2755, 4458, 4523, 4542; *Supplement to the Revised Code of Arizona, Annotated, 1936*, sec. 2755a; *Acts, Resolutions, and Memorials of . . . Arizona, 1937*, chap. 32. Arkansas: *A Digest of the Statutes of Arkansas . . . 1937*, secs. 2412-2414, 3547, 5130-5141, 5143, 10368, 10928-10957, 12236-12242.

California: *Deering's General Laws of the State of California (1937)*, acts 1034, 3986, 6550; *Deering's Code of Civil Procedure of the State of California (1937)*, secs. 1045, 1888, 1892, 1893, 1905, 1918, 1950; *Deering's Political Code of the State of California (1937)*, secs. 382, 407, 408, 1032, 4041.24a, 4095a, 4130-4133, 4142, 4142b; *Deering's Penal Code of the State of California (1937)*, secs. 76, 113, 114, 471, 473. Colorado: *1935 Colorado Statutes Annotated*, chap. 40, secs. 49-50; chap. 45, sec. 176; chap. 46, secs. 5-9; chap. 48, secs. 151, 155; chap. 135. Connecticut: *The General Statutes of Connecticut, Revision of 1930*, secs. 126, 323, 1057-1067, 2279, 5601-5607, 6172; *Cumulative Supplement to the General Statutes, Revision of 1930, State of Connecticut (1935)*, secs. 33c, 40c, 349c, 1735c.

Delaware: *Revised Code of Delaware, 1935*, chaps. 36, 183, and secs. 360, 1501, 1563, 4704, 5244; *Laws of the State of Delaware . . . 1937*, chaps. 92, 93. Florida: *The Compiled General Laws of Florida, 1927*, secs. 110-116, 490-492, 4863, 5054-5075, 5712, 5713, 5723, 7492, 7495; *General Acts and Resolutions . . . 1935*, chap. 17173.

Georgia: *The Code of Georgia of 1933*, title 63; chap. 40-8; secs. 24-2715, 26-2801, 38-620, 38-621, 89-9903, 89-9905. Idaho: *Idaho Code, 1932*, secs. 17-901, 17-902, 57-1001, 57-1002, 57-1003, 57-1009, 57-1011. Illinois: *Illinois Revised Statutes, 1937*, chap. 35, sec. 9; chap. 38, secs. 401, 461-464; chaps. 51, 116, 128. Indiana: *Annotated Indiana Statutes, 1933*, title 60, chap. 1, title 63, chap. 8, and secs. 2-1617, 2-1620, 2-2707, 10-3004, 10-3005, 10-4514, 26-634, 6-635, 49-3205, 49-3206, 49-3207, 57-119, 57-125; *Laws of the State of Indiana . . . 1935*, chap. 219; *Laws of the State of Indiana . . . 1937*, chaps. 114, 172. Iowa: *Code of Iowa, 1935*, chaps. 233, 518 and secs. 10081, 11299, 11305-11307, 13139.

Kansas: *General Statutes of Kansas (Annotated) 1935*, chap. 21, art. 6, chap. 60, art. 39; chap. 75, art. 27; secs. 19-2601, 21-540, 21-542, 60-2854, 67-224. Kentucky: *Carroll's Kentucky Statutes, Annotated, Baldwin's 1936 Revision*, chap. 106 and secs. 374, 1197, 1626-1634, 1643, 2290a-2. Louisiana: *General Statutes of the State of Louisiana, 1932*, title 54, chaps. 1-3 and secs. 7763, 7764, 7883-7890, 9290; *Acts Passed by the Legislature of the State of Louisiana . . . 1936*, no. 258; *Code of Criminal Procedure and Criminal Statutes of the State of Louisiana (1932)*, secs. 457, 459, 1066.

Maine: *The Revised Statutes of the State of Maine . . . 1930*, chap. 5, secs. 66, 68, chap. 15, secs. 15, 16, 19, chap. 92, sec. 11, chap. 127, sec. 9, chap. 131, sec. 1, chap. 132, secs. 1, 7; *Public Laws of the State of Maine . . . 1931*, chap. 45; *Public Laws of the State of Maine . . . 1933*, chap. 191; *Public Laws of the State of Maine . . . 1935*, chap. 99. Maryland: *The Annotated Code of the Public General Laws of Maryland (1924)*, art. 26, sec. 13, art. 27, secs. 100, 126, art. 35, secs. 55-

At the present time, thirty-three states have official state agencies for the centralization and administration of noncurrent state

70, art. 54, secs. 10-17, 49-51; 1935 *Cumulative Supplement to the Annotated Code of the Public General Laws of Maryland*, art. 41, secs. 87A-87E, art. 54, sec. 52. Massachusetts: *Annotated Laws of Massachusetts* (1932-1933), chap. 4, sec. 7, chap. 66, chap. 90, sec. 30, chap. 233, sec. 76; *Annotated Laws of Massachusetts, 1937 Cumulative Supplement*, chap. 66, sec. 3. Michigan: *The Compiled Laws of the State of Michigan, 1929*, chap. 145 and secs. 2713, 2714, 13898-13901, 14172-14180, 14193, 15301-15309, 16899, 16907, 17018, 17048. Minnesota: *Mason's Minnesota Statutes, 1927*, secs. 666, 836-1, 891, 987, 988, 2535-1, 8008-1, 8008-2, 8764-8766, 9862, 9999, 10013, 10014, 10363; 1936 *Supplement to Mason's Minnesota Statutes, 1927*, secs. 8992-3, 8992-4. Mississippi: *Mississippi Code of 1930*, chaps. 47, 78, and secs. 224, 350, 778, 895, 1015, 1066, 1073, 1564. Missouri: *The Revised Statutes of the State of Missouri, 1929*, chap. 8, art. 1, chap. 26 and secs. 4072, 4073, 11377, 11419, 11690, 12044, 12116. Montana: *The Revised Codes of Montana of 1935*, secs. 455, 455.1, 455.2, 455.3, 455.4, 460-462, 10540, 10542, 10543, 10568, 10597, 10873, 10874; *Laws, Resolutions and Memorials of . . . Montana . . . 1937*, chap. 118.

Nebraska: *Compiled Statutes of Nebraska, 1929*, chap. 82 and secs. 20-1280, 20-1281, 20-1285 to 20-1293, 26-245, 28-711, 84-712, 84-713. Nevada: *Nevada Compiled Laws, 1929*, secs. 2115, 2976, 4817, 4819, 5620, 7413, 8955, 8956, 9177-9193, 10028, 10029. New Hampshire: *The Public Laws of the State of New Hampshire . . . (1925)*, chap. 10, sec. 19, chap. 14, sec. 16, chap. 15, sec. 5, chap. 38, sec. 23, chap. 47, secs. 46-49, 52, chap. 53, secs. 3, 8, chap. 320, secs. 4, 11, chap. 336, sec. 34, chap. 389, sec. 6; *Laws of the State of New Hampshire . . . 1935*, chap. 166. New Jersey: *Compiled Statutes of New Jersey (1911)*, pp. 1557-1559; *Cumulative Supplement to the Compiled Statutes of New Jersey, 1911-1924*, secs. 48-1750J, 167-3, 167-5, 167-10 to 167-19; 1925-1930 *Supplement to the Compiled Statutes of New Jersey . . . 1911-1924*, secs. 167-8, 167-12, 167-25, 167-26. New Mexico: *New Mexico Statutes, Annotated, 1929 Compilation*, chap. 91 and secs. 33-4303, 34-357 to 34-359, 45-610, 45-611, 118-114, 118-115, 118-127, 118-201. New York: *Cahill's Consolidated Laws of New York (1930)*, chap. 11, sec. 26, chap. 15, secs. 91, 1112, 1115, 1192-1197, 1199-a, chap. 41, sec. 2050, chap. 48, secs. 65, 66, 80, chap. 56-a, sec. 5; *Cahill's Consolidated Laws of New York, 1937 Supplement*, chap. 11-a, sec. 610. North Carolina: *The North Carolina Code of 1935*, secs. 365-384, 943, 950, 952, 1779, 4255, 6141-6145, 7362(1)-7362(9). North Dakota: *The Compiled Laws of the State of North Dakota, 1913*, secs. 122, 682, 695, 706, 5547, 7910-7920, 8518, 8521, 9363, 9364.

Ohio: *Throckmorton's 1929 Annotated Code of Ohio*, secs. 154-55, 154-59, 2479, 2493, 2756, 3610-3614, 8557, 11500, 12345-12367, 13088; *Supplement to Page's Annotated Ohio General Code, 1926 to 1935*, sec. 32-1. Oklahoma: *Oklahoma Statutes Annotated (1937)*, title 12, sec. 502, title 16, sec. 27, title 21, secs. 461, 462, 531, title 51, secs. 7, 19, title 53, title 67, chaps. 1-3. Oregon: *Oregon Code, 1930*, title 9, chap. 6 and secs. 9-502, 14-431; *Supplement of 1935 to the Oregon Code, 1930*, sec. 67-237.

Pennsylvania: *Purdon's Pennsylvania Statutes, 1936*, title 16, secs. 111, 3371-3373, title 17, secs. 1951-1953, 2011-2015, title 18, secs. 361, 362, 380, title 28, secs. 91-109, title 65, chap. 3, title 71, sec. 355; *Laws . . . of Pennsylvania . . . 1937*, no. 199. Rhode Island: *General Laws of Rhode Island, Revision of 1923*, chaps. 36, 42; *Acts and Resolves . . . 1927*, chap. 985; *Acts and Resolves . . . 1930*, chap. 1610; *Public Laws . . . 1931*, chap. 1726; *Acts and Resolves . . . 1935*, chaps. 2188, 2250. South Carolina: *Code of Laws of South Carolina, 1932*, secs. 709-736, 837, 1526, 1536, 1548, 1562, 2231-2241, 3867; *Acts and Joint Resolutions . . . 1937*, no. 263. South Dakota: *South Dakota Compiled Laws, 1929*, secs. 2718-2733, 3047, 3048, 3700, 3701, 3742, 3743, 3766; *The Laws . . . of the . . . State of South Dakota (1935)*, chap. 177.

archives.³ In nine of these, effective control rests with a political official or department whose archival interest and knowledge is accidental and

Tennessee: *Annotated Code of Tennessee*, 1934, secs. 1867-1873, 2271-2278, 7621, 7623, 7624, 7664, 7681-7700, 9747-9773, 10936-10938, 10942-10944; *Public Acts of the State of Tennessee* . . . 1921, chap. 74; *Public Acts of the State of Tennessee* . . . 1925, chap. 115; 1937 *Cumulative Pocket Supplement, Williams' Tennessee Code Annotated*, secs. 2271.1-2271.6, 2282.1-2282.3. Texas: *Vernon's Annotated Revised Civil Statutes of the State of Texas, Revision of 1925*, arts. 18, 250-260, 3720-3731, 3913, 5434-5446, 6574, 6582-6590; *Vernon's Annotated Penal Code of the State of Texas, Revision of 1925*, arts. 168, 169, 388, 1427; *General Laws* . . . 1935, chap. 275.

Utah: *Revised Statutes of Utah*, 1933, title 85, chap. 5 and secs. 103-26-11, 103-26-70, 103-26-71, 104-47-1, 104-47-2, 104-47-13. Vermont: *The Public Laws of Vermont*, 1933, secs. 1707, 1848-1851, 2316-2320, 3526, 8568; *Acts and Resolves* . . . of the State of Vermont . . . 1937, nos. 10, 229. Virginia: *The Virginia Code of 1936*, chap. 23A and secs. 342c, 3386-3389, 3399, 4516-4518, 5979-5982, 6197, 6201-6203.

Washington: *Remington's Revised Statutes of Washington, Annotated* . . . 1931, secs. 1257-1263, 1270-1277, 1987-10, 2336, 2347, 2348, 4065-4072, 8208-8225, 10611, 10761, 10767, 10767-1, 10880, 10953-10958. West Virginia: *The West Virginia Code of 1937*, secs. 314, 315, 1891(2), 2774-2777, 3964-3984, 5220-5222, 5714, 6020, 6021. Wisconsin: *Wisconsin Statutes*, 1937, secs. 6.83, 14.28, 16.05, 18.01, 18.02, 44.01-44.09, 59.71, 101.32, 140.04, 200.16, 300.21-300.24, 310.10, 328.01-328.38, 343.68, 346.63. Wyoming: *Wyoming Revised Statutes*, 1931, secs. 30-108, 32-333 to 32-335, 62-2002 to 62-2007, 88-401 to 88-404, 89-1732, 109-1409; *Supplement to Wyoming Revised Statutes*, 1934, *Annotated*, sec. 109-307.

³The state archival agencies in the thirty-three states are:

California, secretary of state, who appoints a keeper of archives; Georgia, the Department of Archives and History, whose director is appointed by the secretary of state; Illinois, the Archives Division in the State Library, which is administered by the secretary of state, who is state librarian; Indiana, the Indiana State Library, which is in the Department of Education but is controlled directly by the governor; Tennessee, the Division of Library and Archives, whose administrative head is appointed by the commissioner of education with the approval of the governor; West Virginia, the Department of Archives and History, whose head is appointed and controlled by the governor; New York, the State Library and also the Division of Public Records, both in the Department of Education; Pennsylvania, the State Library and Museum in the Department of Education, whose superintendent appoints the state librarian; Washington, the appointive director of business control, supervisor of the archives, which are actually kept by the state librarian, who serves without extra pay as archivist.

Arizona, the Division of History and Archives in the Department of Library and Archives controlled by the Board of Curators appointed by the governor; Connecticut, the State Library, whose head is appointed by the State Library Committee composed of the governor and four members elected biennially by the General Assembly; Texas, the Texas State Library controlled by a commission of five appointed by the governor for six-year overlapping terms; Virginia, the State Library administered by a librarian elected by the Library Board of five members chosen by the State Board of Education.

Kansas, the Kansas State Historical Society; Minnesota, the Minnesota Historical Society; Nebraska, the Nebraska State Historical Society; New Mexico, the Historical Society of New Mexico; Ohio, the Ohio State Archaeological and Historical Society; Oklahoma, the Oklahoma Historical Society; Utah, the State Historical Society of Utah; Wisconsin, the State Historical Society of Wisconsin. These historical societies are self-governing.

Louisiana, the Department of Archives in Louisiana State University; West Virginia, the Division of Documents in West Virginia University and also the Department of Archives and History at the state capital.

secondary—the secretary of state in California, Georgia and Illinois; the governor in Indiana, Tennessee and West Virginia; the Department of Education in New York and Pennsylvania; and the director of business control in Washington. Twenty-five states vest real control in bodies independent of or only indirectly responsible to political officials—the state library or library department in Arizona, Connecticut, Texas and Virginia; a self-governing historical society in Kansas, Minnesota, Nebraska, New Mexico, Ohio, Oklahoma, Utah and Wisconsin; the state university in Louisiana and West Virginia; and a separate, independent state agency in the others: an historical, archives or records commission in Arkansas, Delaware, Maryland, Michigan, New Jersey, North Carolina, South Carolina and Vermont; and a distinct department in Alabama, Iowa and Mississippi. The administrative heads of these twenty-five state archival agencies are generally selected and controlled directly by small non-salaried boards—self-perpetuating, elected by historical societies, composed of ex-officio members who are educators, historians and public officials or appointed by the governor for long, overlapping terms.

In all thirty-three states with state archival agencies the law contemplates the centralization of noncurrent state archives, and likewise noncurrent local archives in all except California, Ohio and Wisconsin. Generally the state and local officials are authorized to transfer their noncurrent archives to the state agency, though in several cases the law empowers the state agency to collect or directs the custodians

Arkansas, the Arkansas History Commission of nine members, three ex-officio and six appointees of the governor for twelve-year overlapping terms; Delaware, the Public Archives Commission of six appointees of the governor for four-year terms; Maryland, the Hall of Records Commission of public officials and educators; Michigan, the Michigan Historical Commission of the governor and six appointees for six-year overlapping terms; New Jersey, the Public Record Office governed by a board of commissioners consisting of seven state officials; North Carolina, the North Carolina Historical Commission of five appointees of the governor for six-year overlapping terms; South Carolina, the Historical Commission of South Carolina of eight members, chiefly historians; Vermont, the Public Records Commission of five members, two ex-officio and three appointees of the governor for six-year overlapping terms.

Alabama, the Department of Archives and History controlled by a board of ten trustees which is self-perpetuating for six-year terms with Senate confirmation; Iowa, the Historical, Memorial and Art Department under a board of trustees composed of state officials; Mississippi, the Department of Archives and History controlled by a board of nine trustees which is self-perpetuating for six-year terms with Senate confirmation.

The fifteen states which still rely upon the generally ineffective system of departmental custody and have not established state archival agencies are Colorado, Florida, Idaho, Kentucky, Maine, Massachusetts, Missouri, Montana, Nevada, New Hampshire, North Dakota, Oregon, Rhode Island, South Dakota and Wyoming.

to transfer them.⁴ Usually the centralization of state and local archives is by permission, negotiation and persuasion rather than compulsion.

There is general agreement upon the principle that centralization should be permitted only in case of state and local archives no longer needed in the current business of the public office. Ten states prescribe minimum ages of transferable archives varying from three to one hundred thirty-seven years.⁵ But attempts to define noncurrent or transferable archives in terms of a rigid number of years have been the exception and are open to serious objections. It is considered wiser to trust definition to the judgment and negotiation of archival agencies and public officials.

Uniformity in organization and function of state archival agencies is not necessary, feasible or desirable. But the weight of experience indicates that every state should have an official archival agency with permissive authority to collect and administer noncurrent state and local archives, so constituted and governed as to provide the maximum likelihood that the archival function will be placed in the hands of capable and trained persons who have the greatest possible freedom from political and extraneous influences which tend to vitiate the professional character of archival administration. Though no system is certain of success, a self-governing historical society and a distinct, independent archival agency, governed by a non-salaried, nonpolitical

⁴ In addition to the thirty-three states in which the law authorizes the centralization of noncurrent state archives in the state agencies, Kentucky, Maine, New Hampshire and Oregon have permitted restricted centralization. In twenty-two of the thirty-three states the state officials are authorized to make the transfer, in one case (Ohio) with the consent of the governor. The state agency is empowered to make the transfer in Delaware, Michigan and South Carolina and is required to demand the archives in Texas. The state officials are directed to transfer their noncurrent archives in Alabama, Indiana, Iowa, New Mexico and Oklahoma and are placed under the duty of doing so in Arizona and Nebraska.

In addition to the thirty states in which the law authorizes the centralization of noncurrent local archives in the state agencies, California, Kentucky, Maine, New Hampshire and Rhode Island permit with some restrictions the centralization of local archives in designated agencies. In twenty-six states—Alabama, Arizona, Arkansas, Connecticut, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maryland, Minnesota, Mississippi, New Jersey, New York, North Carolina, Rhode Island, South Carolina, Tennessee, Texas, Utah, Vermont, Virginia, Washington and West Virginia, the local officials, sometimes with the consent of a local governing authority, are authorized to deposit their noncurrent archives with a designated agency. In Delaware and Michigan the state archival agencies are empowered to collect them. In Nebraska, New Mexico and Oklahoma the local officials are directed to take the initiative in the transfer. Illinois is unique in that local officials may deposit noncurrent archives with the State Historical Library, the State Historical Society, the University library or any incorporated historical society in the county.

⁵ Delaware, Indiana, Iowa, Kansas, Michigan, Nebraska, New York, Utah, Virginia, Wisconsin.

board appointed for long, overlapping terms, are definitely superior systems.

State centralization and administration of noncurrent state and local archives leaves unsolved the larger and more complex problem of producing archives under conditions conducive to their preservation and of administering the current as well as the noncurrent records that remain in the various state and local offices. The obligation of each state and local office to produce its own records and to care for them, in whole or in part, is inescapable; and the states have discovered that the discharge of this obligation cannot be left to the unregulated and unsupervised activity of hundreds of state and local officers. State regulation and supervision should supplement the system of local departmental control. Enlightened opinion and experience suggest the enactment of public records laws embodying in a single chapter or title all state legislation relating to the making, care and availability of public archives and providing for state supervision and enforcement. A distinct, unified public records law emphasizes the importance of archives, more readily disseminates knowledge of the law and sound archival standards among custodians and the public, and facilitates enforcement of the law. No existing state public records law deals adequately with all archival problems; but those of Connecticut, Delaware, Massachusetts, New York, North Carolina and Rhode Island are the best and most complete.⁶

A public records law should clearly define public archives. Among the legal definitions attempted in fifteen states, those of Delaware, Louisiana, Maryland, Massachusetts, New Jersey, New York and North Carolina are best.⁷ In legal phraseology, they define public archives as the records that have accumulated in the conduct of the business of any governmental agent, office or institution.

Though the states generally require certain public officials to make and keep certain records, only Alabama, Massachusetts, North Carolina and Wisconsin have general laws definitely requiring each public officer to make all records necessary to a full knowledge of the activities of his office and designating him as the legal custodian of the records. Every public officer should have the definite responsibility of archival production and custody.

⁶ Other states which have so-called public records laws or have very inadequate groupings of archival legislation are Arizona, Arkansas, Colorado, Florida, Louisiana and Missouri.

⁷ The remaining eight states whose laws contain definitions are California, Indiana, Iowa, Montana, Oregon, Tennessee, Texas and Washington.

About one-fourth of the states have shown legislative concern for the quality of paper and ink used in the making of public archives. The best laws among the eleven states⁸ which legislate with varying effectiveness on the subject of durable paper are in Connecticut, Delaware, Maryland, Massachusetts and New York. These states, as well as Alabama and Arizona, require that all permanent record books in state and local offices be made of permanent paper, the composition of which is prescribed in the law. Among the eight states⁹ requiring durable ink, the best laws are in Connecticut, Delaware, Maryland and Massachusetts. These four states, as well as Alabama and New York, require the use of permanent or durable ink, carbons and ribbons for all public records. A state official or agency must select or approve or contract for the inks in Alabama, Connecticut, Delaware, Maryland and Massachusetts, with the additional requirement of an examination by a state chemist in Connecticut, Delaware and Massachusetts. The state examiner of public records in Connecticut and the Public Archives Commission in Delaware must furnish lists of approved papers and at least four brands of standard inks to all custodians. Definite penalties are prescribed in Connecticut, Delaware and Massachusetts for the violation of the laws relating to paper and ink by custodians.

A considerable volume and variety of state legislation seeks to insure the preservation and care of public archives against abuse by persons and deterioration from use and exposure.

In forty states there are general laws with prohibitions and penalties, applicable to all persons and public archives, for some or all of such abuses as malicious, willful or fraudulent altering, defacing, mutilating, removing, stealing, falsifying and destroying. In the remaining eight states, similar laws are restricted in their application to

⁸ Alabama, Arizona, Connecticut, Delaware, Indiana, Maine, Maryland, Massachusetts, Montana, New York, Virginia. The laws in Montana and Virginia require the best rag stock only for county record books; while those of Indiana and Maine relate only to the record books of the county recorder and register of deeds, respectively. The law of Virginia also requires the best grade of photostat paper in those counties which use the photostat process of recording. The laws in the remaining states specify permanent paper, paper of first grade 100 per cent rag stock, paper of linen rags and new cotton clippings well sized with animal sizing and well finished, or standard millbrand paper with dated watermark. Florida, Kansas, Missouri, Nebraska, Ohio, Oklahoma, Pennsylvania and Virginia have legalized the recording and copying by the photostat process.

⁹ Alabama, Arizona, Connecticut, Delaware, Maryland, Massachusetts, New Mexico, New York. The law in New Mexico relates only to the records of county clerks, while that in Arizona requires the use of standard ink of permanent black color in the transcription of old county records.

designated classes of archives¹⁰ or persons.¹¹ Every state should have a general law prohibiting with penalties every abuse of public archives, including private traffic and lending by custodians. The protection of the archives as well as of persons and property should be the object of the law.

Thirty-four states¹² have laws dealing with the refusal or neglect of any public official to deliver public records to his successor; and in eight others¹³ similar laws have restricted application to all or designated state or local officials. Of the thirty-four states with general laws, seventeen¹⁴ merely prescribe penalties for refusal or neglect to deliver and fifteen¹⁵ set forth legal procedure by which the successor or, in some cases, any person or a designated state official may compel delivery or seize the public archives that are withheld.¹⁶ In New York the successor must demand the records and institute proceedings for recovery. Responsibility and initiative are also placed definitely upon the successor in Massachusetts, New Jersey, North Carolina and Pennsylvania. Massachusetts requires the recording of the official's oath of delivery; and Wisconsin, the filing of the successor's receipt for the records. The loss of public archives incident to changes in office should be lessened by requiring that a written record be made of every delivery, that the successor demand any undelivered records and that in case of neglect or refusal the records be recovered by legal process.

Ten states¹⁷ prescribe legal procedure to compel delivery or seizure

¹⁰ In Arkansas, Connecticut, Delaware, Kentucky, South Carolina, Vermont.

¹¹ In Oregon, to custodians and attorneys; in Pennsylvania, to public officials.

¹² Alabama, Arizona, Arkansas, California, Colorado, Florida, Georgia, Idaho, Illinois, Louisiana, Maine, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nevada, New Jersey, New Mexico, New York, North Carolina, North Dakota, Oklahoma, Pennsylvania, Rhode Island, South Carolina, Tennessee, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin.

¹³ The application is restricted to state officials in South Dakota; to all or certain local officials in Arkansas, Kentucky, Nebraska, New Hampshire and Ohio; to state officials and certain local officials in Texas; and to certain state and local officials in Wyoming.

¹⁴ Arizona, California, Colorado, Florida, Georgia, Louisiana, Maine, Massachusetts, Minnesota, Mississippi, Nevada, New Jersey, North Carolina, Rhode Island, Utah, Virginia, Washington.

¹⁵ Alabama, Arkansas, Idaho, Illinois, Michigan, Missouri, Montana, New Mexico, New York, Pennsylvania, South Carolina, Tennessee, Vermont, West Virginia, Wisconsin.

¹⁶ In New Mexico, the attorney-general may replevin the withheld records; but generally the successor applies for a court order that the withholding official appear at a certain time and place. If delivery is not made before the hearing, the court may commit the offender to jail and order the seizure and delivery of the records.

¹⁷ Arkansas, Idaho, Illinois, Missouri, Montana, New Mexico, New York, Tennessee, Vermont, Wisconsin.

of any public archives that are in private possession. Nine others¹⁸ merely prescribe a penalty on the private possessor who fails to deliver them; and in two others¹⁹ the laws are of restricted application. In Massachusetts, New Jersey, New York and North Carolina the custodian must demand delivery; in some other states the custodian or any other person may do so.

Massachusetts has the best general law relating to the care of public archives. It is mandatory that every custodian preserve the records and require record books to be bound properly and substantially and to be repaired, renovated, rebound or copied if worn, damaged or difficult to read. Whoever causes a book to be copied must certify on oath that it is a copy of the original book. The copy then has the force of the original. All public archives must be kept in the rooms where they are ordinarily used. Alabama, North Carolina and Vermont also have general though inadequate laws. Twenty-three additional states²⁰ have laws authorizing or requiring the repair or binding or transcription of local or court records. The State Library in Virginia may secure a court order for the transfer from negligent custodians of any court records before 1801. A good public records law should require every custodian of public archives to bestow such care as is necessary for their preservation.

Thirty-five states²¹ have made legal provision for the restoration of lost, missing or destroyed archives such as records of deeds, wills, mortgages, judgments and other instruments. Restoration is made by rerecording the original or a certified copy and by *ex parte* proceedings by depositions, affidavits and witnesses.

Ten states²² have made some legislative effort to meet the obvious need of regulating the disposition of the archives of defunct or transferred offices or agencies; but in four of these²³ the laws are of re-

¹⁸ Colorado, Louisiana, Massachusetts, Nevada, New Jersey, North Carolina, Pennsylvania, Rhode Island, Virginia.

¹⁹ Alabama and Michigan.

²⁰ Arizona, Arkansas, California, Indiana, Iowa, Kentucky, Louisiana, Maine, Maryland, Minnesota, Mississippi, Missouri, New Hampshire, New Jersey, New York, Ohio, Pennsylvania, Tennessee, Texas, Virginia, Washington, West Virginia, Wisconsin. The use of pen and ink in copying local archives in Michigan is unlawful.

²¹ Alabama, Arizona, Arkansas, California, Colorado, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Michigan, Minnesota, Mississippi, Missouri, Nevada, New Jersey, New Mexico, North Carolina, North Dakota, Ohio, Oklahoma, Pennsylvania, South Carolina, South Dakota, Tennessee, Texas, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming.

²² Alabama, Delaware, Maine, Massachusetts, New Jersey, New York, North Carolina, Rhode Island, Washington, Wisconsin.

²³ Alabama, Maine, Massachusetts, Wisconsin.

stricted application. The archives of any defunct public office in New Jersey, North Carolina or New York become the possession of the state archival agency; and in Rhode Island, of the secretary of state. The records of a terminating state agency in Delaware go to the Public Archives Commission. In case of a transfer of agency or duties, the archives go with the agency in New York; in Washington, with the duties. When an office and its functions terminate, the best practice suggests that the state archival agency assume custody of the records; if there is no state agency, the governor should decide their custody. When an office is terminated or reduced by a transfer of its functions, the archives should follow the functions.

The important subject of fireproof filing facilities for public archives has received legislative attention in nine states. Such provision for all public records is enjoined as a duty in North Carolina; and in Missouri it is authorized for county records. Fireproof equipment is definitely required for state archives in California and for local archives in Connecticut, Maine, New Hampshire, New York and Rhode Island. The fireproof safes, vaults and receptacles must receive the approval of the state record commissioner and the division of archives and history in Rhode Island and New York, respectively. In Massachusetts, which has the best general law, all custodians of state and local archives except public school teachers, must provide fireproof rooms, safes or vaults, and the rooms must be furnished with fittings of non-combustible materials. By public records laws and every means at their disposal, archivists should combat the spirit of indifference and false economy which has prevented the general use of fireproof buildings, vaults and equipment.

Besides safeguarding the production and preservation of public archives, state laws seek to make them more readily available to administrators and investigators.

All public archives, except as otherwise provided by law, are available for examination at reasonable times under the supervision of the custodians to any person in Arizona, Massachusetts, Montana, Nebraska, Nevada, North Carolina, South Dakota and Wisconsin; to any citizen in Alabama, California, Florida, Idaho, Oregon and Utah; and to any voter or taxpayer in Louisiana. In fifteen other states²⁴ the law provides public access to designated classes of records. Penalties

²⁴ Colorado, Illinois, Indiana, Kansas, Michigan, Minnesota, Mississippi, New Hampshire, North Dakota, Pennsylvania, South Carolina, Virginia, Washington, West Virginia, Wyoming.

are provided in Florida, Louisiana and Wyoming for custodians who refuse access. Permission to copy or photograph the records is sometimes specified. Custodians of public archives in California, Massachusetts, North Carolina and Oregon and of local archives in Nevada and New York must keep their records so arranged as to be easily accessible for convenient use by the public.

Fourteen states²⁵ require every public officer to furnish on demand certified copies of any records open to public examination upon payment of the legal fees; and the remaining thirty-four states have similar provisions relating to designated offices and records.

To meet the frequent demand for public archives as evidence in courts, twenty-four states²⁶ provide that copies of archives certified by custodians are admissible as legal evidence in like case and effect as the originals. In the remaining states the laws apply only to designated records. Copies of records in the custody of the state archival agencies, when certified by or under the seal of the agency, have the same legal force as if made by the original custodian. Certified photographic copies are by law acceptable as legal evidence in Connecticut, Maine and Nebraska. Many official state archival agencies are empowered through publication to increase the availability of public archives.

The mounting accumulations of public archives incidental to the growing number and complexity of governmental functions imperiously demand a reduction in the rate of archival increase, which will not seriously impair the value and impartiality of the mass that is preserved. Hilary Jenkinson contends that no records of the past now in archival custody should be destroyed and that neither the archivist nor the historian is qualified to determine what archives should be destroyed. He suggests an elaborate system of a central register by which the administrator functions as the sole agent for the selection and destruction of a considerable portion of his records before they come into the custody of the archivist.²⁷ The difficulty of its effective administration, the impossibility of its general adoption and the indifferent and irresponsible attitude of many public officials as well as the untrust-

²⁵ Alabama, Connecticut, Idaho, Iowa, Massachusetts, Michigan, Mississippi, Montana, Nebraska, Nevada, New York, North Carolina, Oregon, Utah.

²⁶ Alabama, Arizona, Arkansas, California, Connecticut, Delaware, Idaho, Indiana, Kansas, Louisiana, Massachusetts, Michigan, Minnesota, Mississippi, Montana, Nebraska, Nevada, New Hampshire, North Carolina, Oregon, Utah, Vermont, West Virginia, Wyoming.

²⁷ Hilary Jenkinson, *A Manual of Archive Administration* (London and New York, 1937), 136-190.

worthiness of their knowledge and judgment raise serious doubts as to the practicability and wisdom of the system of a central register for state and local archives in the United States. American experience suggests that the administrator and the archivist share in the determination of what records should be destroyed.

Twenty-one states have made some legal provision for the destruction of public archives. Nine of them²⁸ specify the classes and usually the ages of state or local archives which may be destroyed by the custodians. In three of the states²⁹ custodians are authorized to destroy any useless state archives with the consent of designated state political officials. All custodians of state or local archives may destroy any of their records with the consent of certain designated political agencies in Montana, the state supervisor of records in Massachusetts, and the official state archival agency in Delaware, New Jersey, New York, North Carolina and Vermont. The responsibility for the destruction of state archives in Indiana and of state and local archives in Arizona is vested in the Commission on Public Records and the Department of Library and Archives, respectively. It seems best to prohibit the destruction of public archives by any custodian until he has submitted a descriptive list of the archives whose destruction is proposed and has received the written consent of the state archival agency or some official or board conversant with sound archival economy. The custodian should preserve a descriptive list of the archives destroyed as well as a record of the destruction itself and send copies to the agency which approved the destruction. It is important that the law insure destruction of the condemned records.

A public records law might well permit the destruction under competent state supervision of bulky, relatively unimportant classes of archives of which microfilm copies have been made. These copies should be given the same legal force as the originals.

Some reduction of public archives is possible through the use of uniform, simplified forms. Only the beginnings of legislative effort in this direction have been made by four states—Alabama, Delaware, Montana and Vermont. In advance of scientific studies in the states, little can be said of the possibilities of this method of reduction.

Laws do not command universal obedience nor are they self-enforcing. The system of departmental custody of state and local ar-

²⁸ Maine, Minnesota, Missouri, New Hampshire, Rhode Island, Virginia, Washington, Wisconsin, Wyoming.

²⁹ California, Connecticut, Nebraska.

chives and state regulation through public records laws should be supplemented by expert state supervision, not only to secure better enforcement of the laws but also to provide help and stimulus to custodians. Eleven states have some form of state supervision. The official state archival agency has supervision of certain categories of early archives in Maryland and Virginia and of all public archives in Delaware, New Jersey, New York, North Carolina, Pennsylvania and Vermont. Busy with its problems of collection and administration, the state agency is able to give effective supervision only if, as in New York, it has a competent, full-time supervisor on its staff. Effective supervision is obtained by placing responsibility on a state examiner of public records in Connecticut, a supervisor of public records in Massachusetts and in New York, and a state record commissioner in Rhode Island. The state supervisory authorities are generally directed to examine into and report on the condition of the public archives, to supervise their administration and to enforce the public records laws.

The impressive volume, variety and similarity of state archival legislation in the United States indicate a wide recognition of the essential nature, importance and identity or similarity of the archival problems in the various states. The experience of the states is sufficiently extensive to permit the formulation of a sound and constructive public records law, applying successful principles and practices to most of the archival problems which are common to all of the states. Experience has produced wide agreement upon the subjects that should find place in any well-conceived state system of archival legislation. It should provide for an official state archival agency professionally controlled with authority to collect and administer noncurrent public archives and to supervise all others. It should embody a distinct public records law defining public archives, fixing legal custody, prescribing the quality of paper and ink, outlawing archival abuses, providing for the recovery of archives from retiring public officers as well as private citizens, directing necessary repairs and transcriptions, outlining the procedure for restoring missing archives, governing the disposition of the records of defunct or transferred agencies, requiring or encouraging the use of fireproof equipment, guaranteeing the right of the public to examine and procure certified copies, facilitating the convenient use of archives as legal evidence, regulating the destruction of useless archives and other procedures for reduction in volume, and establishing state supervision. Few if any of these subjects are highly

controversial. On some, the legal provisions might be uniform or even identical throughout the United States; on others, basically similar, with minor differences adapted to varying state needs and conditions. Certainly a model public records law might be written which, if not generally enacted without change, would offer sound standards, suggestion, guidance and stimulus to the states. There can be no general or pronounced improvement in archival administration except by state action. State action must be in the form of laws enacted by state legislatures. State legislatures are responsive to public opinion and the public interest.

The Society of American Archivists is in position to assume active leadership in formulating a model state system of archival legislation based on successful experience and designed to solve the basic archival problems that are common to the states. Its stimulus, advice and support can be of great assistance to systematic movements in the states under local leadership for obtaining action from state legislatures. To strengthen the movement for uniform or similar state archival laws, it is particularly recommended that the Society make definite efforts either through its own Committee on Public Relations or through a special committee to enlist the support of the National Conference of Commissioners on Uniform State Laws. This conference has great prestige among the members of the legal profession and the law makers in state legislatures, most of whose members are drawn from that profession.

The enactment of uniform or similar public records laws by the forty-eight states of this federated nation seems to be the proper and the only effective approach to high and uniform standards and achievement in the administration of state and local archives in the United States.

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THE SECOND ANNUAL MEETING OF THE SOCIETY OF AMERICAN ARCHIVISTS

SPRINGFIELD, ILLINOIS

OCTOBER 24-26, 1938

THE Society of American Archivists held its second annual meeting in Springfield, Illinois, October 24-26, 1938. The occasion was of significance for several reasons. The newly completed archives building of the state of Illinois was to be dedicated during the meeting and the officers of the Society wished to call the attention of members, state and federal officials, and the public at large to this modern depository for state records and to pay honor to those responsible for its construction.

The Society of American Archivists is a young organization as counted by years, although it is sufficiently adult in membership, aims and activities. The fact that the majority of those who belong to it reside east of the Alleghenies, made the holding of a meeting at Springfield, Illinois, somewhat of an experiment. In other words it was a good test of whether or not it was advisable to schedule annual assemblies beyond a restricted area in the east.

It is pleasing to report that the membership did evidence their appreciation of the importance of the new archives building for Illinois and for other states, and their interest in the program generally, by attending the meeting from widely separated areas in many parts of the United States, and even Canada. The total registration was 102. Ten or fifteen others who did not register attended sessions. The varied character of the program offered, and the general degree of excellence of the papers read, undoubtedly contributed to the success of the meeting. Without question the interest of the members of the Society of American Archivists is such that the Society can hold its annual assembly anywhere in the middle west, as well as along the Atlantic coast, and still count on a sufficient attendance to make the occasion worth while.

Incidentally, those present at the sessions had their stay in Springfield made the more enjoyable by the kindly and efficient hospitality provided by the Committee on Local Arrangements. Noteworthy in this respect were the courtesies extended by Mr. and Mrs. Edward J. Hughes, Miss Helene Rogers, Miss Margaret C. Norton, Mr.

Paul M. Angle, Mr. James A. James and Mr. Harry E. Pratt, and by the staffs of the Archives Division of the Illinois State Library and of the Illinois State Historical Library.

Lieutenant Colonel James M. Scammell, field supervisor of the Historical Records Survey, presided at the opening session of the meeting, a round table discussion on archival training. Mr. James A. Robertson, of the Hall of Records of the state of Maryland, the first leader of the discussion, prefaced his remarks with a brief résumé of the development and custody of the archives of Maryland up to the opening of the Hall of Records on October 1, 1935, with some comment on records obtained after that date. Calling attention to the fact that an important feature of the establishment of the National Archives was the increasing influence of this institution on archival practice in the states and elsewhere, Mr. Robertson said that on the whole he thought this was a good thing, although it should be kept in mind that the needs and resources of state archival establishments varied from those of the National Archives, and that accordingly the ideas emanating from that institution should only be followed in part. He then discussed the particular practices in vogue in the Hall of Records and indicated future plans for obtaining additional materials, such as filming certain existing archives and making sound recordings of old dialects and old songs distinctive of Maryland. In conclusion he emphasized the importance of public relations in archival administration and the desirability of maintaining an archival institution as a separate and distinct unit, whether in point of fact it stood alone or was operated in combination with a library, museum or historical institution. He thought that each archive should evolve the procedure which would produce the best results for its own records and that the most important prerequisite for archival administration was good common sense and freedom from dogmatism.

Mr. Samuel F. Bemis, of Yale University, next presented the preliminary report of the Committee on the Training of Archivists. The first portion of this report was concerned with an analysis of the thorough training of archivists in foreign countries, where much attention is given to historical erudition, scholarship, constitutional and legal history, and linguistic accomplishments, with relatively minor emphasis on knowledge of library science. This type of study was approved by the Committee for the Training of Archivists in the United States. Mr. Bemis stressed the point that it was unwise to turn over the custody of archives in this country to librarians unless at the same

time they were erudite and critical historical scholars. The second portion of the report recommended the training of archivists in the United States for two classes of positions. For the first class, candidates should be recruited from the level of training required for the degree of doctor of philosophy in American history and political science. Archivists of the second class should be obtained from those having the level of training equal to the master of arts degree in the social sciences with some acquaintance with library technique. Detailed training for archivists of both classes was then outlined with the suggestion that work in graduate schools should be added to or adapted, to provide special instruction respecting archival work and the fundamentals of library practice.

Mr. W. Edwin Hemphill, of the University of Virginia, the third leader of discussion, approved of the ideas suggested by Mr. Bemis and his committee. In addition he pointed out that as conditions existed, the future candidate for an archivist position must necessarily choose between training as a librarian or as a historian, in which case the latter seemed preferable. At present the instruction in the best library schools has largely to do with technique and method. Very little attention is given to the historical background necessary for the evaluation and interpretation of archival materials. If the Society of American Archivists should set up standards for training, in effect this would greatly influence the selection of archivists in various states. Virginia, where a library committee governs archival appointments, was cited as an example.

In the general discussion which followed, Mr. Lester J. Cappon, also of the University of Virginia, said that he wished to emphasize the point already made that archival training should be along historical rather than technical library lines. He thought that the Society, through its prestige, should try to limit upon a geographical basis the number of institutions which would offer special training.

Mr. Solon J. Buck, of the National Archives, was then asked to describe the course in archival training which he was giving at Columbia University. In reply Mr. Buck said his was a special course on both archives and historical manuscripts, a part of a larger program of procedure, only tentatively worked out as yet, but for the most part similar to that advocated by the Committee on Archival Training. In general the course consists of a broad survey of the history, organization and activities of archival associations and agencies as well as those which have custody of manuscript collections throughout the

world. In the second part of the course special topics will be taken up, covering types of material and special techniques and phases of archival work, and also the literature of the subject, not only English, but foreign. Students would be required to read some of the literature in the original, particularly that in French and German. Those wishing to become professional archivists, in addition to working for the degree of doctor of philosophy in history or in one of the other social sciences, would be given an opportunity to take a practical course in the National Archives, where they would serve in the capacity of internes for a period of six months or longer. Mr. Buck said that at present there were fourteen students taking the special course which he was giving according to the seminar method.

The second session on Monday morning was devoted to the subject of archival journals, with Mr. Theodore C. Pease, of the University of Illinois, as the presiding officer. Miss Edna L. Jacobsen, of the New York State Library, in discussing American journals, stated that while *THE AMERICAN ARCHIVIST* was the only one in this country which devoted all of its pages to archival matters, a survey of other periodical literature in the United States indicated that a number of publications, chiefly those of state organizations, from time to time gave considerable space to purely archival or related topics. After analyzing past and current practice in certain periodicals with respect to the information offered, Miss Jacobsen came to the conclusion that much of it was worth while and that these and other historical publications would add to the interest and value of their content if they would either continue or adopt the practice. This opportunity was the more true because it was impossible for *THE AMERICAN ARCHIVIST* to obtain or print more than a limited amount of the information available. Data relating to particular localities was frequently of interest, but was not published as often as it should be.

Mrs. Olga P. Palmer, of the National Archives, who gave the next paper entitled "Continental Journals," presented a comprehensive and valuable analytical survey of the evolution of serial publications relating to archives in a number of European countries. As a supplement to her paper she distributed to the audience present a list of serial publications pertaining to archives in Continental Europe covering more than a hundred years, to which was attached a detailed chart giving the title of each serial and the years of publication. It was interesting to note that of the 101 serials given, approximately one-

fourth dealt with the archives of Russia. The general discussion which followed the reading of these two papers was limited because of the lateness of the hour.

The luncheon conference on Monday took place in the ball room of the Abraham Lincoln Hotel with the Reverend Gilbert J. Garraghan, research professor of history at Loyola University in Chicago, presiding. At the conclusion of the luncheon, Father Garraghan introduced Mr. Solon J. Buck, of the National Archives, who spoke on "European Archives." Mr. Buck, who had just returned from a European tour during which he visited archival establishments in various European countries, more particularly in England, Switzerland and France, presented an illuminating survey of the status of archival work in these countries. He described each establishment, covering such topics as the size of buildings and their physical equipment, the character and extent of records kept, practices followed in preserving and making records available, administration policies and the scholarly attainments of archivists. While Mr. Buck felt that not all of the archival procedure which he had observed was applicable to the care of archives in this country, he concluded that there was much to be learned from the experience of European archivists.

The afternoon session on scientific aids was held in one of the assembly rooms of the archives building. Mr. George A. Schwegmann, Jr., director of the union catalogue at the Library of Congress, who was chairman for the session, announced that he had just perfected a device which would photograph on film, catalogue cards in drawers or trays, each card being automatically turned over after exposure to the camera. The importance of this invention for copying card catalogues is obvious and Mr. Schwegmann deserves much commendation for his enterprise and ingenuity.

The first paper of this session on "Fumigating, Cleaning and Repairing Archival Material" was prepared by Mr. Arthur E. Kimberly, of the National Archives, and read by Mr. Philip C. Brooks. It described in detail the type of room used to fumigate books and manuscripts in the National Archives, the chemicals employed for the purpose and their operation; it outlined the procedure in removing dust and dirt with an air pressure device and gave the method by which loose-leaf manuscript and printed records were flattened and creases taken out by exposing the materials, placed in an air-tight vault, to moist heat. Various processes for repairing manuscripts were explained as was the lamination process of pressing sheets of cellu-

lose acetate into the texture of a document by means of a hydraulic press, the leaves of which were electrically heated. Mr. Kimberly gave interesting statistics on the cost of the latter process, the speed with which manuscripts could be laminated and the quantity which was being currently handled at the National Archives. Photographs of the various machines used were distributed and added to the value and interest of this paper. Mr. Kimberly cited the cost of the hydraulic press used in the National Archives as one of the main obstacles to a wide adoption of the lamination process of repairing manuscripts and predicted this would be overcome shortly by the invention and manufacture of smaller and less expensive presses, a problem on which he had been working for some time.

Mr. M. Llewellyn Raney, director of the University of Chicago Libraries, next ably presented a paper on "Microphotographic Equipment." He declared public familiarity with motion pictures was paving the way for acceptance of reading machines for films. In discussing the present status of films he pointed out the superiority of cellulose acetate over cellulose nitrate as a film base, and the advantages and disadvantages of known emulsions as contrasted with the new Ozaphane process. A full mechanization in one continuous process at a moderate price he thought was much needed. This is now being worked out. At present large scale operators have hand-built machines in which the film is driven by motor through the various solutions and baths at fixed rates of speed and then delivered into a drying cabinet. The control is automatic. Mr. Raney suggested a non-perforate contact printer should be constructed. A design has been found and one will be built in 1939. A satisfactory enlarging mechanism for advancing film and paper automatically was likewise desirable. Experimental work on this was now being carried out. The fact that films can be treated so as to accept ink and thus form a printing surface means that the photo-offset process can be applied to the film of a newspaper. Duplicates can also be made as fast as the crank can be turned and will then be ready for use at once.

The speaker thought reproduction was farther along than utilization means. At present he said we have the reading machine, paper enlargement, wall projection and the magnifying glass. Two reading machines are available and both are required to read all types of film. The Recordak Library Projector, Model IX, manufactured by the Recordak Corporation, is useful for newspapers. The Argus

Micro-film Reader, built by the International Research Corporation, is designed especially for periodicals.

Another device is the Argus Projector made by the Society for Visual Education in Chicago. This is operated with a screen three or four feet away. The full mechanization machine is well illustrated in the one built by Dr. Rupert H. Draeger, of the Medical Corps of the United States Navy, and used in the Biblofilm Service. In the meantime the majority of institutions use the Folmer Graflex Corporation machine, the Photorecord, which gives partial mechanization and is portable. Mr. Raney said he was indebted for a portion of his data to Mr. Herman H. Fussler, head of the Department of Photographic Reproduction of the University of Chicago. A quantity of illustrative matter which Mr. Raney displayed contributed to the value of his paper. Representatives of several camera companies also had samples of their machines set up for inspection by the audience.

Following an animated discussion of these papers, in which Mr. Brooks, Mr. Raney, Mr. Herbert A. Kellar, Miss Margaret C. Norton, and others participated, those present were taken on a tour of the archives building. The plan and design of the structure as a whole as well as special features, such as the separation of the storage space allotted to various state departments from that provided for the permanent keeping of state archives, the apparatus for cleaning and fumigating records, microphotographic equipment, stack fixtures, and administration facilities, aroused keen interest and commendation.

Through the courtesy of Mr. Edward J. Hughes, the dinner on Monday evening was held at the Illini Club situated in a suburb of Springfield. Mr. A. R. Newsome, the presiding officer, presented Mr. Edward J. Hughes, who welcomed the members of the Society of American Archivists to Springfield. Following Mr. Hughes's remarks Mr. Newsome introduced Mr. Douglas C. McMurtrie, national director of the American Imprint Survey, who spoke on "Printed Materials in Manuscript Archives." This address delivered with great eloquence was one of the notable occasions of the meeting. Mr. McMurtrie, who had been called upon at brief notice, pointed out the common misconception on the part of archivists and scholars dealing with manuscript materials that anything printed was widely distributed and could readily be found in a number of libraries. On the contrary of many pamphlets and broadsides, of which a respectable number were printed, only a single copy could today be found, and

of others no copies could be located. He stressed the point that printed material of which only a single copy survived ranked in rarity with original records in manuscript form. Much rare printed material was to be found only in manuscript archives; and archivists could render a distinct contribution to historical source materials by making note of printed items encountered in their collections and bringing these notes to the attention of those engaged in recording issues of the press.

He detailed the work of the National Imprints Inventory, begun two years ago under the direction of Mr. Evans, of the Historical Records Survey, involving a nation-wide effort to list all books, pamphlets and broadsides printed anywhere in the United States before 1877 and in eight western states before 1891.

In its field workers made out title slips for both catalogued and uncatalogued imprints within these date limits; these slips were sent in to a national clearing office in Chicago to be filed by place of printing and date.

Titles for one state at a time were then worked over and perfected by a competent editorial staff and the resulting check list issued in mimeographed form. Already check lists of the imprints of Missouri through 1850, Minnesota through 1865, Arizona through 1890, and Chicago for 1851-1871 had been published. Editorial work on lists of imprints of Alabama, Kansas, Kentucky, Ohio, Oregon and Rhode Island was well advanced. In all cases the locations of the imprints were indicated so that scholars interested in any titles might know where to find them. Judging from past experience, publication of lists stimulated discovery of additional titles which could be brought to light in no other way, enabling the issue of revised and amplified lists of still greater value in the future.

Following the dinner, the members of the Society were entertained at a reception and smoker at the home of Mr. and Mrs. Edward J. Hughes.

The first session on Tuesday morning took place in the palm room of the Abraham Lincoln Hotel. Mr. Luther H. Evans, national director of the Historical Records Survey, acted as chairman. The general subject was state archives. The first paper entitled "State Archives on the Pacific Coast" was presented by Mr. Charles M. Gates, of the University of Washington. Mr. Gates, who in recent years has done much research in the archives of western states, devoted his attention to Washington, Oregon and California. He gave a well-

rounded picture of the archival establishments in these states, indicating evolution of the custody of records, extent and character of the documents, location and nature of buildings in which they were housed, types of filing equipment, the custodians and their staffs and finally offered pertinent suggestions for improving the status of archives in each state.

Mr. Edwin A. Davis, archivist of Louisiana State University, next presented a paper on "State Archives in the Lower Mississippi Valley." Mr. Davis, in a well organized discussion, analyzed the history of archival establishments in Louisiana, Mississippi, Alabama and Arkansas, covering much the same subjects as Mr. Gates in the previous paper, but in a different manner. Mr. Davis' paper was particularly valuable for the clear exposition he gave of the evolution of archival knowledge and its application to the respective situations in these southern states.

The third and final paper of this session was given by Miss Harriet Smither, archivist of the Texas State Library. Her subject was "The State Archives of Texas." Miss Smither, who has had long familiarity with the records of her state, read a detailed account of its archives from their earliest origin through numerous wars, changes of custody, fires and other vicissitudes to recent times. Listening to Miss Smither's recital, one wondered that any of the earlier archives of Texas are still in existence. However, it is evident that many of value have been preserved and also that in recent years an increasing number of these early documents have come to light. As a special feature of her paper Miss Smither noted many publications relating to the archives of Texas.

The second session on Tuesday morning devoted to classification and cataloguing was presided over by Miss Margaret C. Norton, superintendent of the Archives Division of the Illinois State Library, who gave an informal report for the Committee on Classification and Cataloguing, calling attention among other things to the pamphlet entitled "Illinois State Library, Catalog Rules: Series for Archives Material" which had recently been sent to members of the Society and was virtually the work of the committee. Miss Norton felt that up to the present time cataloguing rules for archives are still too experimental and that we did not know enough about classification. Accordingly, she suggested that the time of the session be largely devoted to discussing classification. In her opinion the two most important considerations were to preserve the principle of provenance

and to make the material available for use. Application of series was possible, but there was not entire agreement as to the meaning or application of that term. The main question was what are we going to do with various groups of records in a department.

The first leader of discussion, Mr. David C. Duniway, reading a paper for Mr. Roscoe R. Hill, of the National Archives, said that once records had been allocated to an office of deposit, classification was more or less arbitrary depending on the series created by the original office. The call number used for finding the particular document and for the purpose of arrangement in some kind of group was largely an individual matter. He thought that records were so varied according to office that it would never be possible to have the same type of call number in every office. Mr. Hill agreed with Miss Norton that any classification plan for records of a governmental agency should reflect the organization of that agency and also that the records should be placed on shelves in such order that they could readily be consulted both by governmental officers and by scholars. He emphasized that relative location rather than fixed shelf location was desirable. Cross-references are, of course, necessary for this type of filing. Classification according to size or binding, or lack of it, is not advisable. If disarrangement of records has occurred prior to transfer of the documents to the archives, they should be restored to primitive order where possible. A series is originally created for administrative purpose and may be large or small in bulk. In planning a classification scheme the use of symbols is necessary and Mr. Hill concluded his paper by explaining those used in the National Archives.

Mr. D. L. Corbitt, of the North Carolina Historical Commission, who followed Mr. Duniway, based his comment on the practice in North Carolina, where the majority of archivists classified according to series and subject and arranged archives chronologically. Mr. Corbitt suggested the importance of thoroughly studying the office of origin and its functions as well as the material transferred. Disorganized correspondence should be filed chronologically. The size of staff of an archive establishment largely governs the extent to which classification is carried out. The department of origin is the department or office in which archives develop in course of business. Thus in North Carolina, correspondence of the governor and the enrolled laws should respectively be assigned in filing to the Executive Department and that of the secretary of state. No call or catalogue

number is satisfactory for the country as a whole, each agency must work out its own system. Mr. Corbitt then explained the letter and number system used in North Carolina, and covered in some detail the custom of the North Carolina Historical Commission concerning materials acquired by gift, cross-indexing, personal papers and collections.

The last leader of discussion was Mr. Robert H. Slover, regional director of the Historical Records Survey, who approached the subject of classification and cataloguing from the point of view of the practical experience of the Historical Records Survey in classifying and arranging state and county archives, particularly the latter. He said that from the beginning the problem of classification had been difficult. Not only did the representatives of the Survey have to deal with the principles of classification when making an inventory of county archives, but frequently they had to rearrange the records before they could be surveyed. Then when the field survey was sent to the Editorial Division, the problem of classification again arose. By way of exemplification of various types of problems, Mr. Slover gave specific instances. Should records be arranged under subject headings by subjects with subheadings under types of records, or should they be arranged under type and allow the subheadings to take care of the subject of the different records? Again there was the question of separation or non-separation of miscellaneous archives, or the combination in one volume of different types of licenses. What should be done with miscellaneous voucher records? One of the most difficult things to deal with was the question of series. How far may a given record differ from one of a similar kind and both still remain in the same series? Mr. Slover discussed in considerable detail various problems of classification arising through variations in series. He said that changes from the bound or unbound form, or the reverse, frequently involved alteration in the character of the record which made classification difficult. Reorganization in government likewise tended to change the continuity of certain records. The overlapping of records where one or more counties are formed from a parent county created difficulty. The questions advanced by Mr. Slover aroused much interest as they were pertinent to the formation of any uniform system of classification.

General discussion followed these three papers. Miss Norton asked Mr. Herbert A. Kellar to give his views respecting the rearrangement of collections. In reply the latter spoke briefly of his experience

with private collections and the relation of the principle of provenance to business records. He thought this principle might well be applied to journals, day books, collection records, letterpress copy books, etc., which naturally fell into series. With respect to loose-leaf business correspondence in large masses, the best line of procedure was not so clear. The most satisfactory arrangement which he had found was to arrange this large group of loose-leaf material according to geographical origin—by states and foreign countries and within the states, by cities and counties. Breaking up these large units into smaller ones in this way made them available for handling in a practical way. Left in a mass, they were difficult to use. Printed items found with the documents were separated and placed in separate files, but only after leaving a notation on the letter as to where the separated item was to be found and on the printed item a record of the letter in which it was inclosed.

Mr. Solon J. Buck, of the National Archives, said that in his opinion there should be no reason for any confusion on the question of provenance where a letter was written by one officer and received by another. Applying this principle, archives are associated with the agency or officer who created the body of records. With respect to the distinction between papers and collections he thought that they were quite different. A man's papers have an archival character and should be kept together. If a man collected other papers than his own and thus established an artificial collection, Mr. Buck thought that since the ultimate users of the varied items would approach them from different points of view he saw no reason why such artificial collections should not be broken up. Mr. D. L. Corbitt thought it was permissible to disarrange an artificial collection if there was no stipulation in the acquisition of the collection not to do so. In many instances such an injunction was present and there was little that could be done about it.

On Tuesday noon the Society was tendered a complimentary luncheon at the Leland Hotel by the Illinois State Historical Society, with Mr. Paul M. Angle presiding. At the conclusion of the luncheon Mr. Harry E. Pratt, executive secretary of the Abraham Lincoln Association, gave an interesting talk on the "Village of New Salem" which the members of the Society were to visit in the afternoon. Mr. Pratt briefly outlined the history of the original New Salem in the late eighteen twenties and thirties and the various steps in recent years which have led to its restoration and the opening of the site as an

Illinois state park. His intimate knowledge of New Salem, conveyed on this occasion, made the trip to the village the more interesting and worth while.

Taking busses, thoughtfully provided by Mr. Hughes, who had brought them down from Chicago for the trip, the members of the Society left Springfield about 2:30 P.M. At New Salem several guides took the members in groups through the village. The courtesy, enthusiasm and intelligence of these guides was remarked upon at the time and subsequently. They contributed much information.

The annual dinner of the Society, which took place in the ball room of the Abraham Lincoln Hotel, was presided over by Robert D. W. Connor, archivist of the United States. Mr. Connor in presenting Mr. A. R. Newsome, took occasion to give a well deserved tribute to Mr. Newsome for his active and able services in promoting interest in the status of American archives. Mr. Newsome gave the presidential address on the subject "Uniform State Archival Legislation," which was a thorough and well worked out analysis of the character of archival laws in the various states, concluding with some suggestions as to further desirable legislation. It was evident to all those listening that a great deal of painstaking and laborious research had preceded the making of this address. The remarks of Mr. Connor about Mr. Newsome were amply corroborated by the character of this valuable study.

The business meeting of the Society immediately followed the conclusion of the annual dinner with President Newsome in the chair. Extended comment on this session is not necessary here as the report of the secretary, Mr. Philip C. Brooks, given at the business session is published elsewhere in this number. Attention, however, should be called to the excellent work which has been done by the officers of the Society and also by a number of the committees. Following a report of the Nominating Committee, the following officers were elected for 1938-1939: Mr. Albert R. Newsome, president; Mr. James A. Robertson, vice president; Mr. Philip C. Brooks, secretary; and Mr. Julian P. Boyd, treasurer. In addition Mr. R. D. W. Connor was elected a member of the council.

The first session on Wednesday morning, held in the palm room of the Abraham Lincoln Hotel, was presided over by Mr. Lester J. Cappon, archivist of the Library of the University of Virginia. The general subject under discussion was "Supplements to Archival Knowledge." Mr. Randolph G. Adams, of the William L. Clements

Library of the University of Michigan, was unable to be present, but his paper entitled "The Character and Extent of Fugitive Archival Material" was read by his associate, Mr. Howard Peckham. Mr. Adams after noting the fact that many important documents originally in archival establishments are now preserved in other institutions, such as libraries and historical societies, said he wished to discuss four types of records not contained in archives. These included archival material which has vanished; archival material which has never come to archival establishments; archival material which has been separated from official custody; and the status before the law of archival estrays. In illustrating these several classes of material, he cited the known evolution of custody of a number of important documents not in official repositories. Of special interest were his researches into the attitude of the courts toward attempts to reclaim records which were no longer in official custody. In view of the considerable amount of archival material not present in archival establishments, but which can be found in libraries, historical societies and other institutions, as well as in private hands, he thought the distinction which has been made between archives and collections of historical manuscripts was somewhat artificial. Furthermore it seemed to him that archivists of official records should feel grateful to those individuals and institutions who in the past have preserved archives which have gone astray, and who will probably continue to perform a similar service for other archives, which the federal or state governments will have neither the authority nor the funds to obtain.

The second paper, "The Relation of Historical Manuscripts to Archival Material," was presented by Mr. Curtis W. Garrison, of the Hayes Memorial Library, at Fremont, Ohio. Mr. Garrison commented on the close relationship between archives and manuscript collections and thought custodians were likely to experience difficulty in keeping a clear distinction between these types of records. Acceptance of the definition of archives given in the *Third Annual Report of the Archivist of the United States*, causes the personal papers of government officials, such as the presidential papers now in the Library of Congress, to present a problem. By accident or design many documents in these papers are of official character or pertain to the formation of policies which have to do with the issuance of official documents. In research the historian must use both the private papers of officials and also corresponding archives, but in treating of such

records he should criticize them differently. Mr. Garrison suggested that since historical manuscripts may be defined to cover every type of manuscript other than those in official archives, which the historian is likely to find useful, it might be helpful to subdivide them into first, manuscript collections of business concerns and social organizations, and second, private collections. The relation of historical manuscripts to archives depends on the nature and practice of government. Wherever government touches private lives, manuscripts and official archives meet. As an example, activities of government have reached deeply into civil life in times of war. The records of such by-product activities are close to being official archives.

Discussing the physical relationship of historical manuscripts to archival material, the latter are better organized, concentrated and specific. Manuscripts are unorganized, scattered and general. While the two groups should be kept physically separate, wise custodians will co-operate to preserve both. Manuscripts of business concerns or social organizations are actually archives, and private manuscripts may also contain much of business, social or public affairs. A single item in a collection should not be interpreted without considering the correspondence around it, nor should a good manuscript collection be regarded as an entity in itself without consideration of background. It is a distinct function of a manuscript collection to give a feeling of the times, and in this way it actively complements archival material. Archives are likely to have more continuity than manuscript collections, are easier to evaluate and archivists frequently exercise their own judgment when they keep or do not keep archival records. Historical manuscripts are less easy to judge as they are not all of equal value, but in large collections an attempt should be made to separate the chaff from the wheat, and in this way facilitate research by historians. Finally, Mr. Garrison thought the real relationship between historical manuscripts and archives could be brought out more clearly by adopting the principle of provenance in arranging collections of manuscripts. Information about a collection was needed and valuable for an interpretation of its content.

Mr. Douglas C. McMurtrie was to have read the third paper at this session. However in accordance with the request of the Program Committee it had been given, in expanded form, at the dinner on Monday evening.

At the second morning session on Wednesday entitled "Special

Type Archives," Mr. Russell H. Anderson, curator of the Department of Agriculture, Textiles and Forestry, at the Museum of Science and Industry, acted as chairman. The first speaker was Mr. William W. Sweet, of the University of Chicago, who read a paper on "Church Archives." Mr. Sweet said that for many years church archives in the United States had not received serious consideration. Only in recent times has church history as such been recognized as a valuable subject by the cult of historians. He indicated that the major churches were no longer satisfied with the accounts written by amateur and denominational historians who until recently had been almost the sole exponents of this type of history. The speaker referred to the vast number of church archives throughout the country, enumerating the varieties of records which are to be found in every church and diocese, among benevolent societies and religious orders, including journals of general assemblies, and general conferences and conventions, not to speak of the private papers of ministers and independent religious agencies in the United States. He pointed out that as a source of information concerning the state or any portion of the state, the church had been a steadying influence in support of government and the economic, social and educational well-being of the people. Of pertinence in studying church archives was the wide area over which these records were scattered and the difficulties which would be encountered in trying to survey or assemble them. As an offset to this situation Mr. Sweet said that when information was sought it was generally available to accredited scholars. He then gave a report on the principal depositories where a serious attempt has been made to assemble church archives for the purpose of serving the cause of history, commenting on the records maintained by various denominations, such as Baptists, Catholics, Congregationalists, Disciples, Episcopalians, The Friends or Quakers, Lutherans, Mennonites, Methodists, Moravians, Presbyterians, Reformed bodies, Shakers, Unitarians and Universalists, and the collections found in state historical societies and university libraries. He said that the survey of church records now being carried out by the Historical Records Survey had rendered unnecessary the enterprise started some years ago of making a card catalogue of church archives in historical society collections.

"Some Problems in the Preservation of Business Archives," the second paper at this session, was given by Mr. William D. Overman,

of the Ohio State Archaeological and Historical Society. Presenting a brief history of business, Mr. Overman first showed how little thought the business man of the frontier had for the preservation of his records, and second, stressed the growing need for such data since legislation and regulating measures had made the existence of these documents imperative for tax and other purposes. He then quoted from Dr. Hower's article on "Preservation of Business Archives" to the effect that business had been unable to defend itself in the last decade because of a lack of accurate data. Mr. Overman felt strongly that business should have archival materials and that histories should be written based on these records. The deplorable present day practice in many large concerns of destroying vast accumulations of their records, especially the general run of daily correspondence, to create more filing space, and preserving only directors' minutes, corporate papers and some executive correspondence was discussed in some detail. Mr. Overman then presented a brief account of a large corporation with which he had been associated during the past year, analyzing the general policy of the company with regard to its papers and indicating what data had been retained. He concluded his paper with a plan for the classification and preservation of the existing company records and outlined a new general policy of filming records customarily destroyed, for the purpose of keeping them for use by posterity.

The third paper of this session, "Agricultural Records, Their Nature and Value for Research," was read by Mr. Everett E. Edwards, of the Bureau of Agricultural Economics, United States Department of Agriculture. Mr. Edwards said that farming together with accompanying rurality has been the main way of life in America until comparatively recent years. Forces and conditions which have entered into the evolution of rural life constitute a central theme in the history of the American people. Any analysis of rural life must be derived from basic records, such as documents originating with the individual farmer, records of organizations in the community in which the farmer lives, and of the forces in the nation which have tended to mold and develop the farm and rural community. Under personal records of the farmer, the speaker discussed diaries and account books, letters and memoirs or reminiscences, noting their value for economic and social data. Mr. Edwards said that while farm diaries seldom traced the operation of the farm and the activity of the family in suf-

ficient detail for any continuous period, nevertheless, they did convey the atmosphere of farm life and an appreciation of its struggles, hopes and defeats. Among farmers' letters he particularly called attention to the communications written by Scandinavian and German immigrants which have been obtained in Europe, and to letters written from the frontier to older settled parts of America. Of interest in this last connection are the letters assembled by Mr. John Ise, of the University of Kansas, published under the title *Sod-House Days*. Reminiscences and memoirs, granting their limitations, have value for background and atmosphere and should be assembled where possible. Documents connected with institutions and organizations in a rural community, such as account books and correspondence of country stores, mills, elevators, stock yards, tobacco warehouses, cotton gins, etc., are basic sources of much value, furnishing information on a number of phases of rural life. Rural newspapers, metropolitan newspapers with a large rural circulation, proceedings of local agricultural clubs and the archives of towns and counties also contain important data. Among the forces of the nation which have reacted on the farmer and his community are colonization and settlement, land policies and systems of land holding and labor, farm equipment, marketing and financing, political activities and agencies which have disseminated knowledge of improved methods of agriculture and rural life. Mr. Edwards offered penetrating comment on these phases of life and the records which throw light upon them. This paper was notable for the value of its pertinent interpretative suggestions for the preservation and use of the various types of agricultural archives.

The luncheon on Wednesday was held in the Lincoln room of the Abraham Lincoln Hotel with Mr. Christopher B. Coleman, director of the Indiana State Library, acting as chairman. This luncheon was a pleasant affair, at the conclusion of which the members of the Society listened to a speech of welcome to Springfield by a representative of the mayor of the city, Mr. John W. Kapp, Jr. Mr. Newsome and Mr. Coleman both replied in kind and the concluding address was given by Mr. C. Herrick Hammond, of Chicago, the architect of the archives building. Mr. Hammond's account of his connection with the edifice was most interesting and gave some degree of insight into the problems which had to be solved in constructing it.

The first afternoon session on Wednesday was devoted to local archives with Mr. William D. McCain, director of the Department

of Archives and History of the state of Mississippi, serving as chairman. Lieutenant Colonel James M. Scammell read a paper by Mr. John C. L. Andreassen, of the Historical Records Survey, entitled "The National Survey of County Archives." Mr. Andreassen reviewed the inception and development of the survey of county records, in its relation to WPA, explained the manner in which the work of the county inventories was organized, and outlined the substantial progress that has been made. Various aspects of the survey work, including functions of regional directors and editorial staffs, problems of the latter, and particularly the legal research and writing involved in the publication of inventories, were all discussed in some detail. Attention was called to the content of the inventories which included a legal essay covering the organization and development of the county, a historical sketch, responsibilities of offices, housing and care of records, a classification and general listing of records, maps, charts and comprehensive subject and chronological indexes. He concluded with statistics on the production of county archives and the surveys of imprints, church records and manuscripts and welcomed suggestions for furtherance of the Historical Records Survey work.

The last session on Wednesday afternoon was the dedication of the new Illinois State Archives Building. Much interest on the part of the general public had been aroused by this event and when the members of the Society assembled for the exercises they found somewhat to their surprise a traffic jam at the entrance to the archives building.

Mr. Carl B. Roden, librarian of the Chicago Public Library, presided over the session. Secretary of State Edward J. Hughes spoke on "What the Illinois State Archives Building Means to the State of Illinois." He emphasized the fact that the building was no mere museum but an actual and essential tool for the state official and for the student of history,—a place for the safe-keeping of public records that would insure against the recurrence of past losses of muniments of the state's history whose value is evidenced by the precious fragments that survive.

Mr. R. D. W. Connor, archivist of the United States, spoke on the subject "The Necessity for Co-operation between State and National Archives." He contrasted the long history of European archive establishments with the recent establishment of the National Archives of the United States. He pointed out that certain states had led the way

in the scientific care of archives, until now thirty-three states have archival establishments, and urged the necessity of close co-operation of state and federal archives.

Mr. A. R. Newsome, president of the Society of American Archivists, spoke on "What Next in Archives?" After citing the remarkable record of archival achievement in the last five years, Mr. Newsome indicated in some detail what seemed to him the probable lines of advance in the next few years. Summing these up he said: "Perhaps the most significant trends will be enlarged public support in the form of appropriations and legislation; improved archival administration with trained archivists and service to administrators and more extensive use of archives by scholars." In conclusion he stated that the Illinois State Archives Building was "ample in extent, beautiful in design, scientific in plan, modern in equipment," and "is a deserved recognition of the splendid record of Illinois archival achievement, an evidence of public spirit and intelligence."

Following the dedication those present were conducted on a tour of the building after which they attended a tea and reception given by Mrs. Edward J. Hughes.

Mr. Luther H. Evans, national director of the Historical Records Survey, called a regional meeting of the executives of the Historical Records Survey in the middle western states, to coincide with the meeting of the archivists at Springfield. The attendance of these people, a number of whom are members of the Society, contributed materially to the success of the occasion.

The Illinois State Library Association began a three-day assembly in Springfield on the last day of the meeting of the Society of American Archivists.

HERBERT A. KELLAR

AMERICAN ARCHIVAL JOURNALS¹

WHEN the chairman of the Program Committee wrote asking me if I would present at this meeting a paper on "American Archival Journals," my first reaction was that we had had no archival journals in America and that THE AMERICAN ARCHIVIST had accordingly been initiated. Probably the reason for this reaction was that when I think of a library journal, for example, I think of a periodical devoted to a discussion of matters of library administration and library practices rather than to the collections or contents of specific libraries. On second thought, however, I decided that this could not be the chairman's interpretation, one reason being that he had used the plural, "journals." I was so puzzled that I asked him what he did mean, and he wrote in part as follows:

"What I had in mind with respect to a paper on 'American archival journals' was a discussion of the character and content of the periodical publications of various historical agencies which have official archives in their custody . . . particularly in relation to their archival portion."

This clarified the subject somewhat for me; but before I could proceed I had to fortify myself with some definitions of terms.

What are "official archives"? Since some authorities, like Jenkinson, include everything from manuscript documents to printed books, maps and even material objects that may have formed exhibits A, B and C; while others limit the term to documents either manuscript or printed, and still others confine its use to manuscript material only—not to mention the place connotation—I decided to choose a definition which would be workable for my purpose, and which Clarence W. Alvord phrased in 1915 in a paper he read before the Minnesota Historical Society entitled "The relation of the state to historical work," printed in the *Minnesota History Bulletin* (now *Minnesota History*), vol. 1, no. 1: Official, or as he says, "public archives comprise those manuscripts that have been brought into being by the business of the state and are preserved, in the first place, for purposes of administration." I told someone I was going to use this definition and he replied, "But that would exclude correspondence—such, for instance, as letters of recommendation of a person who was considered and later chosen for a diplomatic post." I don't think so. The letters

¹ Paper read at the second annual meeting of the Society of American Archivists, Springfield, Illinois, October 24, 1938.

may form a different series and may even be filed in a department totally removed from that containing the correspondence which the official carried on after he entered on his duties, but they would still be official archives in the sense that they owe their origin to the business of the state.

The term "journal" or "periodical" also needed definition, and I adopted with slight modification the one which the compilers of the *Union List of Serials* accepted in general for a serial, namely, "a publication . . . appearing at regular or stated periods of less than a year and including articles on various subjects." This rules out annual or biennial reports, annual or less frequently issued volumes of collections, publications, and the like.

With the lines drawn around my subject I checked the 1936 edition of the *Handbook of Historical Societies*, only to discover that few institutions reported any official archives in their custody (even some that had mentioned them in the 1926 *Handbook* omitting them in 1936), and in a number of instances the official archives consisted only of papers of the governors. I discovered also that only a few institutions reporting official archives in their custody publish a journal. Then, when I began to examine some of the volumes of these journals and found no section devoted to archival matters and on the whole comparatively slight notice taken of the subject, I began to feel that the discussion would have to be a negative one.

However, after having written the program chairman that I hesitatingly agreed to try to handle the subject, I examined rather intensively volumes for a considerable number of years of various periodicals which seem to fall into the category of archival journals as here defined, read the statements of the purposes for which they were established, and made some—to me—interesting observations. It appeared to me that interest in official archives and archival matters seems to run in cycles. One occurred about 1900; another notable one about the time of the European War, roughly speaking from about 1914 to 1920. The first issue of the *Minnesota History Bulletin*, in February, 1915, was devoted almost wholly to archival matters. Its leading article was the one by Mr. Alvord to which reference has already been made, and its "Notes" contained under "State and Local Archives" the plans for establishing the Minnesota Historical Society as a department of archives and history. Its second issue contained a sixteen-page discussion by our present program chairman on "The Minnesota State Archives, Their Character, Condition, and Historical

Value," and as a document "A Typical Letter from the State Archives." The *Annals of Iowa*, published by the Historical Department of Iowa, issued in April, 1915, a "Public Archives Number." This had been preceded in 1911 and 1912 by detailed illustrated articles on how that institution was handling the various departmental archives that were being transferred to it. The same periodical carried in 1915 the prophetic note that "A movement has been started in the United States to build at Washington, D.C., a home for the National Archives which shall serve as a model of archival architecture for similar buildings in the various states."

Other evidences of an awareness of archival problems during this period might be cited from periodicals in Alabama, Ohio, Michigan, etc. But there followed a period of relative coma, explained in part I think by the shifting of interest from political history to the study and writing of what has become known as social history. The word "archives" almost disappeared from the pages of our journals, and we find more articles on the rise of baseball and other sports in the various states or "The Biography of a Piano"—how it helped to form the background for culture and a richer life in the community—very interesting articles, too.

We are now in the midst of another cycle of interest in public archives and their proper care. The 1915 prophecy has been fulfilled in part. Can we through our periodicals do anything to sustain this newly-awakened interest? Are the issues being planned with this purpose in mind?

I am a member of the staff of an institution which, although it is the custodian of noncurrent state archives, does not publish a periodical. Consequently I speak entirely as an observer, but as one who at least glances through most of our archival journals to discover what there is in them to help me as an administrator of archives, and also to determine what other readers they will serve and in what way. So for the purposes of this discussion I have tried to look at the archival content of the periodicals from the point of view of the readers or potential readers, and to suggest a few ways in which archival material may be presented to appeal to the various groups.

The majority group of readers of any of our archival journals is, I suppose, without exception those men and women who, from their long residence in the state or from the early residence in it of their ancestors, have an amateur but nevertheless lively interest in its history and feel much sentiment for its historic sites which may have

been or should be marked, its outstanding personalities, its colorful incidents of pioneer days and mementoes connected with them. The following statement of one institution in connection with the launching of a periodical is typical:

Without sacrificing in any way the scholarly ideals of the Society, it is hoped to make the magazine as interesting as may be to the ordinary reader.

As our immediate constituency we have in mind the seven hundred members of the Society, whose tastes and interests, we have faith to believe, are shared by thousands of other citizens of [the state]. The historical interests of the professional scholars among our membership are catered to by numerous historical reviews.

This membership group should be given chief consideration, and articles pertaining to the history of the state in a rather popular style should be featured, as well as accounts of private papers received, perhaps as gifts, by devoted relatives and descendants of those who accumulated them. But there are several minority groups of readers who should be considered and to whom a more generous diet of archival material would have strong appeal. One such group is the historical scholars, perhaps in far distant states, who are doing research on subjects which, though national in scope, must be studied from the angles of development in the individual states. I have been told by several persons that they scan regularly the annual reports of institutions with both official and private manuscript records in their collections, for newly acquired or discovered papers. I venture to guess that these same persons eagerly examine the quarterly journals for similar information, and would welcome more than a mere enumeration of series of records, such as "legislative papers up to 1850," "attorney-general's records 1800-1830," "common school returns 1821-1825." The following paragraph from an article in one periodical on the classification of the records of the office of a secretary of state illustrates the kind of detailed, concrete information which, incorporated into discussions of series of archives, will be helpful to research workers, and might also suggest to our general readers that that strange something called public archives may have touched their lives and may be of some interest to them. It appeared in the *Annals of Iowa* in 1912, as follows:

Some of the most interesting public enterprises in which the people of the State have been engaged, but which are now almost forgotten, have been directed through this office, as appears in its archives. For instance,

navigating the Des Moines river was not only an interesting physical problem in Iowa life from the institution of social order in the State until about 1858, but a vital political issue in some important campaigns. . . . there are a multitude of petitions in regard to railroad land grants, and the regulation of and building of railroads; petitions for charters for ferries, dams, mill sites and for the establishment of Territorial and State roads. These . . . are very interesting, showing as they do the movement of organized society from the Mississippi river westward.

Accompanied by such summarizing observations and a history of the functions of the department, all based on an intimate knowledge of the records, the outline classification becomes something other than so many pages of dry material to be passed over unread. It becomes a skeleton history of the state and of the part it has played in the history of the entire country. It will surprise some readers who had perhaps thought of the office of the secretary of state only as a depository of legal forms filled out and filed in conformity with many laws.

An article in a recent issue of the *North Carolina Historical Review* is a fine example of a desirable method of treatment when a series of records is transferred to an institution that publishes a journal. It is entitled, "The North Carolina Fuel Administration." It contains a history of the government agency and describes its organization and its work, so that one can easily determine the kinds of material which comprise its archives. An important appendix includes a "List of Local Fuel Committees in North Carolina," "Principal Subjects Dealt with by the State Fuel Administration," and representative documents—always an aid to clearness—such as specimen forms used by the State Fuel Administration. Such an article besides being of interest to North Carolinians, tells the research scholar whether the collection contains anything for his purpose; it is suggestive of the kind of information that may be available in similar series of archives in other states; it may even suggest that there are such records somewhere that should be located; and it should prove helpful to persons who have similar records to organize.

This leads me to mention two other minority groups of readers. One consists of persons in charge of state archives, who look for (1) detailed information about records in other states to which patrons may be directed; (2) suggestions for handling types of material—information such as is gathered as a by-product of the descriptions of content and organization of specific series of records by other institutions. The other is the group of custodians of local

archives. Although the concentration in one central depository of all public records, both state and local, pertaining to a commonwealth may be the dream of some, I doubt its practicability in most cases and feel reasonably sure that we shall always have some local archives depositories. If our cause is that of trying to safeguard and to improve the administration of archives, should not some notice be taken of those persons intrusted with county, city and town records who would really like to do a better job if they knew how? Have we tried to make our periodicals helpful to them? Would not the publication of more articles on series of state records such as I have noted in the *Annals of Iowa*, with their excellently chosen illustrations—some of them showing the disarranged masses in which records are received even in state archives depositories—lend encouragement to the local custodians and arouse them to a keener appreciation of the dignity and responsibility attached to their work?

Another group of readers to be considered is composed of persons actively engaged in a business or a profession who may be interested in archives for their use in connection with current affairs. A. S. Morton, in "The Business Methods and the Archives of the Hudson's Bay Company" (Canadian Historical Association, *Report of the Annual Meeting held May 23-24, 1938, with Historical Papers*, 134) defines archives as "the mass of documents produced by a corporation or a state in the course of the transaction of its business, which have become, as the *archivists* put it, inactive with the passage of time." I take exception to the term "inactive"—for which we as archivists are ourselves to blame, according to Mr. Morton, but perhaps not without warrant. Has the public had much opportunity through the journals to learn that records created in a period long since past are still serving the business of government and of individuals, as well as the cause of historical research? I merely mention as an illustration that the official records of the colony of New York dating back to the period of Dutch rule in the first half of the seventeenth century, among them the land patents and the council minutes, are far from inactive. They still form the basis for suits in the courts—suits in which state, city and individuals are parties and which involve land assessed at millions of dollars. Similarly, Indian treaties entered into a century ago are consulted today when the whole system of annuities is being reviewed and clarified.

In addition there is the composite group of readers, made up perhaps of some members from all the other groups, namely, the

legislators, in whose hands lies the power to grant or withhold appropriations for archives work.

It is unfortunate that in so many instances in which archives matters are mentioned at all in our periodicals they are relegated to the last pages, among "Historical Notes" or "Historical News," and are set in small, usually solid, type, so that they are inconspicuous and difficult to read. This is not a wise procedure if we are to make the readers "archives conscious," and thus win their support for a policy of better care of public records—adequate housing, adequate legislation to insure their preservation and adequate personnel to administer them. Recently I have noted that several periodicals now have sections dignified by half-title pages indicating they are devoted to genealogy or to the teaching of history. Why not give equal distinction to archives? I have observed, too, that of late a heading "The National Archives" has been added in some journals to a section of the "Notes," and brief items relating thereto are published. If the form "Public Archives" were used, the scope of the section would be widened so that news notes about state and local archives could be included.

It is not necessary that an institution having only a few official records in its custody should carry information about those archives only. I think that co-operation in the cause of a higher regard for and better care of public records can be stimulated by procuring from custodians of other records articles or news notes about their collections. The objection may be raised that this is not feasible—that those custodians either from lack of interest or from lack of ability could not be persuaded to make such contributions. But have they been asked? Perhaps the articles would need editorial furbishing, but so do most of the reminiscences that are so eagerly solicited for publication in the journals. I know of one article that I should try to get if the institution with which I am connected published a journal. It would relate to records on file in the Bureau of War Records in the Department of Military Affairs, and would illustrate how noncurrent archives not only serve a historical purpose but aid in a very practical way in resolving present-day problems. One day a letter reached my desk after considerable wandering from one state department to another. It was a request that the inclosed form be filled in for draft number and serial number in the European War of an Italian who said he had been drafted in Catskill, New York. I explained the matter to a person in the Bureau of War Records and was told that many similar requests were being received because any Italian who

sets foot on Italian soil is immediately conscripted into Mussolini's army unless he can produce a paper showing that during the European War he either served the United States as a volunteer or was drafted into the United States Army. The original draft records are in Washington, but the Bureau of War Records had secured photostatic copies of those pertaining to the state of New York because of the many demands for information from them. The request was cared for in that office. An article prepared in that bureau on the kinds of records, their arrangement, the uses they serve, together with sample documents, would surely be of interest to some of the readers of the journal; its publication might result in increased zeal in the care of the records on the part of their custodians through a realization that someone wished to know about them, while those to whom inquiries are directed would welcome such articles on official sources of information.

An article in a journal of an institution which, so far as I could determine, has only private papers in its collections illustrates a method of treatment which could be adapted to discussions of specific archival series. It appeared in the October, 1937, issue of the *Bulletin of the Business Historical Society* under the title "The Preservation of Business Records." The particular feature of it which leads me to mention it here is its analysis of the basic principles underlying the discarding of certain groups or parts of groups of business records. We have heard, and continue to hear, much discussion about what public records should be kept and what can be destroyed without jeopardizing either the governmental or the historical purpose which archival series should serve. The matter of discard is very important because of the sheer bulk of official records today, and articles similar to this one on business records concerning groups of departmental records—such as treasurer's records, controller's records, attorney-general's records, etc.—in the custody of an institution in one state would contain helpful suggestions for custodians of similar sets of records in other states. This would eventually result in the formulation of some general principles, which it seems to me is what we must strive to evolve if we hope to build up an archival science in America.

To summarize: Few institutions with official archives in their custody publish journals. Most of those that do, have given too slight attention to archives in their periodicals. Without trespassing on the field of THE AMERICAN ARCHIVIST—which as I understand

it is the discussion of matters of archival administration and technique in general—institutions caring for public archives could well devote more space in their journals to articles or notes about them, not only about those actually in their charge, but also about those in other depositories in the state. Such material can be made interesting reading to our largest group of subscribers and would prove of practical value to other smaller groups. Thus may be aroused a deeper and more widespread appreciation of the value of the records and the purposes they serve, and consequently a greater concern for their proper preservation. Perhaps the journals are the place to begin if we hope to educate the general public to a realization of the importance of archival work, with resultant adequate appropriations for its effective prosecution.

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REVIEWS OF BOOKS

Les Archives de l'État en Belgique de 1930 à 1936. Rapports publiés sous la direction de D. Brouwers, Archiviste Général du Royaume. (Tongeren. George Michiels-Broeders, 1937.)

This volume is a detailed report on the archives of Belgium now in the custody of the *Archiviste Général du Royaume* and on the accomplishments of his staff during the years 1930-1936. It comes as the fourth in a series of such reports, the first having appeared in 1914.

The work contains the information customary in such publications, including a list of the honors and distinctions won by the staff, an impressive list of its professional publications, statistical summaries of services rendered on records and a list of all books and articles published in the years 1930-1936 based wholly or in part on researches in the Belgian archives. The core of the book, however, consists of the *Tableaux synoptiques des collections* and accessions lists, which together constitute a working guide to the collections in Brussels and in the branch depositories in eight large provincial cities. Belgium being a bilingual nation, the reports from the branches in Antwerp, Bruges, Ghent and Hasselt are printed in Flemish. Each collection is listed by a descriptive title, followed by an indication of its chronological period and bulk. If an inventory of the material exists, whether in print or manuscript, the fact is noted and the name of the compiler is given. The accessions for the years 1930-1936 are briefly described and the names of the donors are listed.

For most American archivists, however, the chief interest of the report probably arises not so much from what is revealed of the actual content of the Belgian archives as from the incidental information which may here be gathered concerning the policies of a European archival organization. To some of us it will at first come as something of a shock, for instance, to learn that so small a nation as Belgium has found it advisable to institute so large a degree of decentralization of its archives, with eight branches in addition to the central depository in Brussels. Closer examination reveals, however, that this situation is not so anomalous as it at first appears, for the provincial branches are used chiefly as depositories for records resulting from those functions of the central government which we are accustomed to thinking of as local government functions, such as education, sanitation and law enforcement. Thus in Belgium, as in this country, records of that type remain in the localities where they originated; that they remain in the custody of the local governments here and of the central government in Belgium does not result from a difference in archival policy, but from a difference in governmental organization. Similarly, the large quantities of ecclesiastical records which are noted at Brussels and in all branch depositories largely arise, of course, from a church-state relationship which has no counterpart in this country.

To the American reader, perhaps the most striking feature of archival policy in Belgium, as revealed by this report, is the catholicity of the interpretation given to the phrase *les archives de l'état*. The donation of every type of historical record to the national archival establishment is encouraged. Family records, private manuscript collections, business archives and similar materials constitute a large part of the records described in this volume. One wonders whether such an all-embracing type of historical depository would be feasible in any but a small nation. This and other points noted are useful reminders that though the interchange of ideas is highly desirable, each nation must solve its own archival problems in the manner best suited to its own needs.

HERMAN KAHN

The National Archives

Dansk Arkivvæsen by Axel Linvald. (Copenhagen, Levin and Munksgaard, 1933.)

Although Dr. Linvald's volume was first published several years ago, it remains the best treatment in brief compass of the Danish archival system. The outgrowth of an article originally prepared in German for the internationally known *Archivalische Zeitschrift* (Bd. 41), this Danish study embodies the mature reflections of Dr. Axel Linvald, the present chief archivist of the kingdom of Denmark. Himself a historian of note, Dr. Linvald begins with a historical sketch of the development of Danish archives. Danish kings of the Middle Ages carried letter chests in which they kept papers of state as they traveled from castle to castle. Soon it became unnecessary as well as hazardous to continue with such peripatetic archives, and, instead, the royal papers were deposited in castles at Vordingborg and, later, at Kalundborg, stored none too securely with the king's gunpowder and weapons. At the same time arose numerous private and local collections in cities, churches, monasteries and the castles of the nobility. The Reformation brought some destruction, but where royal officials seized ecclesiastical records, much was preserved. Gradually Copenhagen became the center for the archives of the realm, particularly with the removal of the entire Kalundborg collection to that city in 1582. With the era of absolutism dating from 1660 came a broadening scope of administration, resulting in a greater accumulation of archival material from the various branches of the government. The prevailing arrangement of records by subject left much to be desired, but practical experience fostered an appreciation of the principle of provenance. During the eighteenth and early nineteenth century the discarding of records went on apace, hastened apparently by the profit accruing to the custodians from the sale of the paper. In the nineteenth century losses were also suffered in the return of archives to Norway after the separation of 1814 and to Germany after the cession of Schleswig-Holstein.

The turning point in modern Danish history is 1848, when Denmark received a free constitution. More and more it was recognized that the failure

to draw upon the archives for the history of the fatherland led to the result that Danish, unlike German, historiography had not become the source of the national renaissance which it could and should have been. In the summer of 1848 D. G. Monrad set forth the archival program of the future: better quarters for researchers, larger and more scientifically trained staffs and, lastly, the publication of important source materials together with annual reports on the work of the archives. But historians found it difficult to obtain the relatively easy access to the records available today.

So much for history. The organization of the Danish archival system dates from the law of March 30, 1889, which provided for a central record office in Copenhagen for the records of the central administration, together with various provincial archives for local records. The centralization stemming from this law has given the chief archivist (*Rigsarkivaren*), who is at the head of all the Danish state archives, the deciding voice in all financial and administrative questions. He also determines the policies to be followed with respect to the larger problems of archival economy. For the staff of the Danish state archives historians have been preferred. But in order to have a well-rounded group all members must serve in the central archives in Copenhagen as well as in the provincial archives.

The growth of state control, especially since the World War, has filled the shelves of the Danish state archives rapidly and beyond all expectations. Although there are no hard and fast rules for accessions from the central administration, the practice has been to turn over regularly to the archives even comparatively recent items. The provincial archives, however, are authorized by law to receive regularly records from all local authorities, with the exception of the military. Even private papers of historical value as well as commercial and industrial records have been accepted.

Among the archival establishments of Europe that of Denmark is unique since its accessions of relatively recent files have brought it into close touch with the actual administration of the state. Both the officials and the archivists have profited from this arrangement, the former receiving by loan the items needed in their daily routine and the latter arranging the accessions and deciding eventually what may be destroyed as useless. Yet it may be questioned, thinks Dr. Linvald, whether this "Danish system," based upon constant loans, may not in the future prove too heavy a burden, particularly as the functions of government become more complex. During the past, Dr. Linvald observes, as their primary task archivists have preserved what was intrusted to them. In the future, he believes, their most important work may be to dispose of the superfluous. Accessions grow in size and number and the space available becomes less and less. "In reality," he concludes, "one does historical research of the future a poor service by placing uncritically at its command all the papers of our time. Their quantity at present prevents a complete arrangement and

the provision of indexes, etc.; in the future it will make impossible their utilization."

Today the resources of the Danish state archives are available on equal terms to the learned historian and to the ordinary man seeking information about his ancestors. All that is expected of the inquirer is a copy of his book or article when and if it is published. All particulars in the archives are "as a matter of course" at the disposal of all persons, even in cases involving the Danish state. Naturally, the public is restricted in its use of the more recent documents, and the personal papers of the Danish monarchs are practically sealed for the period after 1839. Nor may researchers publish information that might compromise living persons or their immediate relatives.

During the past fifty years the principle of provenance has been adhered to in arranging the various archival collections, which in turn have been studied carefully and made more accessible to the public. Since 1909 certain inmates of the state prisons have been used to prepare name indexes of the numerous protocols found in the provincial archives. Compilations of data bearing upon official careers have been made, and samples of the handwriting of officials, historians and archivists have been assembled to aid in identifying unsigned letters and papers. Since 1894 the Danish state archives has had its own book bindery, which also repairs and preserves old and damaged items. Finally, like other European public record offices, in addition to annual reports, it has issued from time to time various collections of documents of historical value, thus carrying out the final point in Monrad's archival program of 1848.

HAROLD LARSON

The National Archives

SHORTER NOTICES

The National Archives has made available the *Classification Scheme* for the records of the important war Committee on Public Information and the more recent National Commission on Law Observance and Enforcement, commonly called the Wickersham Commission. Both reports contain sketches of the records and their classification symbols. The latter commission's records had been held by the Department of Justice until their accession to the National Archives in 1936. Included in the collection are the minutes of the commission, its official as well as unsolicited correspondence, its office memoranda and drafts of its reports in various states of completion.

The records of the Committee on Public Information were received from the War Department in 1937. During the decade of the twenties the collection was reduced from 789 drawers to 172, the number now filed in the National Archives, the general nature of the material destroyed being noted. Not all of the records have yet been transferred to the possession of the National Archives. The classified collection consists of correspondence, news releases, instructions to cartoonists, advertisers and speakers, copy and proofs of various publications, news clippings and reports of the foreign offices of the committee.

Of the inventories of county records produced by the Historical Records Survey three for Illinois have made their appearance in recent months. Unique in this state series is the volume for Champaign County, No. 10 of the publications. A most attractive bit of book-making, this volume is printed rather than mimeographed, is of a size convenient to handle, and is bound in blue with gold title and state seal. The photograph of the courthouse and reproduction of the official county road map add to the general appearance. As for the records themselves, they have no appreciable gaps in them since 1830, the date of the county's organization, and are for the most part safely housed, though in places somewhat crowded.

Work on the survey was begun April 1, 1936 and finished August 31 of the same year. Rechecking was done in June and July, 1937.

The *Inventory* of Stephenson County, Illinois, archives at Freeport indicates that the county records are nominally complete since the founding of the county in 1837. Most of the records are housed in the courthouse built in 1873, but a few are found at the county home and at the coroner's office in a commercial building near the courthouse. The records are not equally well cared for; county officials are undertaking to supply additional equipment. The facilities for the use of this county's archives are considered adequate.

The records of Logan County, Illinois, rich in Lincoln tradition, are listed

in volume No. 54 of the Illinois series. The courthouse in the city which has borne Lincoln's name since 1853 has yielded a number of affidavits relating to the demise of members of the Lincoln family and a few records of cases in which the prairie lawyer took part. Unfortunately most of the records of the county prior to 1857 were lost in a fire that razed the courthouse in that year. With the exception of a few land titles and miscellaneous records rescued from the fire by the county clerk, most of the items found in the archives relate to county business since that time. The materials inventoried are arranged in the standardized form generally used by the Historical Records Survey for the Illinois inventories.

The first *Annual Report* of the Hayes Memorial Library at Fremont, Ohio, has recently made its appearance as a part of a program of conservative expansion of the library as a research organization. Established and maintained by the state of Ohio and the Rutherford B. Hayes-Lucy Webb Hayes Foundation on President Hayes's estate, Spiegel Grove, the Hayes Memorial Library contains President Hayes's library, his papers, pamphlets, etc. The *Report* gives a history of the library, explains its various functions in regard to research and outlines its contents and recent accessions. The Hayes Memorial Library intends for the present to specialize in the period of American history from 1865 to about 1900 for national affairs and in the period from 1840 for Ohio history.

"Sources for Ohio World War History in the Papers of the Food Administration in the National Archives" is the subject of a seven-page article appearing in the October, 1938 issue of the *Ohio Archaeological and Historical Quarterly*. The author is Almon R. Wright, of the Division of Classification of the National Archives, who has done other work on the Food Administration papers.

Historical significance seasoned with local color and occasional bits of humor is characteristic of a compilation of the Utah Federal Writers' Project, *Origins of Utah Place Names*, sponsored and published by the Utah State Department of Public Instruction. In an introduction to this publication, Maurice L. Howe, state director of the project, states: "Few things reveal better the character of Utah's settlers than the names they have given to their surroundings; and few things hold greater fascination for those of us who come after them than the mystery, the whimsy, the homely philosophy, and, sometimes, the irony that are reflected in these names. . . . It [this publication] is intended to entertain the casual reader and to furnish a valuable reference for the historian." Conflicting theories concerning the derivation of names of counties and towns are given where it has been impossible to ascertain the source. The two most extensive sources for the place names discussed are the

physical characteristics of the locale and the names of outstanding citizens or pioneer families.

The Historical Records Survey has prepared a sixteen-page mimeographed *Directory of Churches and Religious Organizations in Utah*, listing the defunct as well as existing bodies, their location and their directors. The list does not include the establishments of the Church of Jesus Christ of Latter-day Saints (Mormons) but refers searchers to its annual directory.

NEWS NOTES

THE SOCIETY OF AMERICAN ARCHIVISTS

The third annual meeting of the Society of American Archivists will be held at Annapolis, Maryland, between October 14 and 16, 1939. More detailed notices will appear in future issues of *THE AMERICAN ARCHIVIST*.

REPORT OF THE SECRETARY, OCTOBER 25, 1938

The activities of the Society since its last annual meeting have been characterized by a gradual transition from the stage of enthusiastic initial organization to a more arduous phase, that of specifically defining the fields and procedures of its program. In the six months which formed our first "annual" period, we approved the organization outlined by the previous year's hard work on the part of the organizing committee, and enrolled as members of a Society which had high hopes. We also assumed the responsibility of making our efforts productive toward its constitutional goal "to promote sound principles of archival economy and to facilitate co-operation among archivists and archival agencies." At the end of our second "annual" period, which has lasted sixteen months, it behooves us to survey critically the extent to which we have met that responsibility.

The council of officers and other elected members authorized by the constitution is vested with "the government of the Society, the management of its affairs, and the regulation of its procedure." The concrete and detailed contributions to archival knowledge which we hope the Society will make and their dissemination among the members and the public, must come from meetings, publications and committees. This report will treat briefly the work of each of those units.

The council met during the first annual meeting at Washington in June, 1937, and again during the American Historical Association's meetings at Philadelphia in December. These meetings, of which the minutes have been published, were concerned chiefly with organizational problems and with the establishment of the Society's publications.

The agent of the council for the routine administration of the Society's correspondence and for such matters as the collection of dues, the care of the mailing list and the co-ordination of committees is the secretary. Since he is also chairman of the Committee on Membership, he is in a position to observe the growth and character of the interest shown in the Society's activities. The membership has grown from 125 individual and 4 institutional members in December, 1936, to 262 individual and 30 institutional members at present. This includes the 27 individuals and 8 institutions elected to membership by the council at its meeting yesterday. We have lost two members by death, Dr. J. Franklin Jameson and Dr. Tikhon I. Lavrischeff. Four have resigned.

A particular effort has been and will continue to be made to enlist the participation of all state archivists or the persons holding the nearest equivalent positions where no state archivists exist, the custodians of important historical manuscript collections and the archivists of foreign countries who have many problems similar to ours. The key persons in official archival work in twenty-eight states are now members or represent institutional members. The great proportional increase in institutional members is especially valued. Altogether letters or leaflets explaining the Society's purposes and organization were sent to more than four hundred of these and other persons in 1937 and to a more select list of some three hundred in 1938.

Meetings are vital to such an organization as ours, not only for the material actually presented and discussed in formal sessions, but also for the opportunity members of the profession have to meet informally and exchange experiences and ideas. The first annual meeting was attended by 149 members or representatives of institutions, and by a number of visitors. More than a hundred are registered here. In both meetings, the breadth of the Society's interests has been illustrated by the scope of the subjects dealt with in the papers read.

Between its two "annual" meetings the Society held a luncheon conference in conjunction with the American Historical Association's annual session at Philadelphia in December, 1937, which was attended by about a hundred persons. A group of members of the Society met at Seattle at the same time in conjunction with the Pacific Coast Branch meeting of the American Historical Association and a meeting of the state directors of the Historical Records Survey, to hear four papers on archives and historical manuscripts, which were published in the *Pacific Northwest Quarterly* for January, 1938. In addition, the District of Columbia members of the Society held two meetings. It is the policy of the council to encourage the gathering of local groups, but it requests that their organizers inform the secretary of their plans and activities. It does not appear that the Society is large enough to warrant formal organization of local chapters.

Arrangements have been made for a joint luncheon with the American Historical Association at Chicago, December 29. Dr. Robert C. Binkley has agreed to address the gathering.

Most significant in the accomplishments of the Society has been the establishment of the quarterly journal, THE AMERICAN ARCHIVIST, which was preceded by the *Proceedings* volume covering the Providence and Washington meetings. The inauguration of a regular periodical has given the Society not only a medium for the publication of a variety of material, but has also given it a concrete symbol of permanence. The success of the journal has been due in large measure to the labors of Professor Theodore C. Pease as editor, and to the subvention for editorial expenses granted him by the University of Illinois. The cost of publication has been met by funds received as membership dues and subscription fees. It is significant that an increase in membership, espe-

cially of institutions, has been caused by the establishment of the journal, and that THE AMERICAN ARCHIVIST has attracted considerable attention outside the Society's membership. It is reviewed or noted in various other journals and bibliographies.

The committees of the Society have had varying degrees of success, depending largely upon the assiduity of the chairmen, upon whom most of the work necessarily devolves. Their relative fields have by now been rather clearly defined, and attention has been given to possible overlappings.

I shall briefly summarize the progress recorded by each committee so far, giving them in the logical order suggested by the committee on organization at the Providence meeting. The work of the Membership Committee has been referred to among the activities of the secretary, but the valued assistance of the other members, Miss Grace Lee Nute, Dr. Charles M. Gates, Dr. Milton H. Thomas and Dr. James W. Moffitt should be acknowledged.

Dr. William D. McCain was recently appointed chairman of the Committee on Public Relations to succeed Dr. Curtis W. Garrison, who resigned from that position. The other members are the Honorable Edward J. Hughes, Dr. Theodore C. Blegen, Dr. Lester J. Cappon and Mr. Paul Vanderbilt. Dr. McCain visualizes a program calling for the study of relations of archivists with legislatures, with municipal, county and state officials and with the general public; as well as the collection of material which may be used in newspaper articles, speeches or other means of intelligent publicity.

Dr. James A. Robertson, as chairman of the Committee on Co-operation, has had the assistance of Miss Edna Vosper and Mr. D. L. Corbitt. They have given earnest consideration to the functions of the committee and are anxious to learn from member institutions what the needs for co-operation are and how they can be met. The group proposes to serve as a clearing house for information on archival problems. It has already undertaken a program of co-operation with the Historical Records Survey, in an advisory capacity, on the latter's compilation of a handbook of archival institutions, and foresees the preparation of a handbook on manuscript technique.

The Committee on International Relations has assisted the secretary of the Society in the preparation of a list of foreign archivists to whom information concerning the Society was sent, and both of its members, Dr. Waldo G. Leland and Dr. Roscoe R. Hill, have traveled abroad and gathered information on archival economy and administration. Dr. Leland has just resigned as chairman of that group.

A list of terms frequently used but in need of definition has been drawn up by the Committee on Terminology and sent to a number of persons for comment by Dr. Nelson M. Blake, chairman of the committee. He has been assisted in seeking definitions by the other two members, Dr. Morgan P. Robinson and Dr. Ruth Ketrang Nuremberger. It is hoped that the list will be given further publicity and that all members of the Society who have comments will

give them freely to Dr. Blake. The list is arranged in groups so that any person can select a small number of words related to his particular field to work upon.

The report of the Committee on the Training of Archivists was read at this meeting by Dr. Samuel F. Bemis, and I need not discuss it here beyond saying that in its preparation he had the counsel of the remainder of his committee, Dr. R. D. W. Connor, Dr. Theodore C. Pease, Dr. Ralph H. Lutz and Dr. Herbert E. Bolton.

Miss Margaret C. Norton explained at this meeting the work of her Committee on Classification and Cataloguing, which has co-operated in the preparation of the new edition of the catalogue rules of the Illinois State Library and has considered other pertinent problems. The other members are Mr. John R. Russell and Dr. Roscoe R. Hill.

The Committee on Equipment and Mechanical Techniques has worked so far mostly by the participation of its members in the work of allied organizations. Dr. Robert C. Binkley, the chairman, now plans serious study of a special problem, the comparative advantages of various types of boxes or other containers for the preservation of manuscripts. Dr. Vernon D. Tate and Mr. Arthur E. Kimberly have taken part in scientific developments of which a good deal was heard in another session of this meeting.

The chairman of the Committee on the Reduction of Archival Material, Mr. Emmett J. Leahy, has compiled an analysis of provisions made in various foreign countries for the disposal of valueless records and has filed a copy of his paper in the office of the secretary, where it is available for consultation. He and a second member, Miss Helen Chatfield, appeared as individuals before a Congressional committee considering a proposed revision of the federal legislation covering the appraisal and disposal of records. The whole committee, consisting of the two persons already mentioned and Dr. Alexander C. Flick, has studied types of materials that come up for consideration for possible destruction, and has written a general discussion of it under the headings of routine form matter which accumulates year after year, extra copies of record material which are not intended to go into official files and other types which must be appraised each according to its special circumstances. Miss Chatfield and Mr. Leahy have developed an especially practical viewpoint on this problem in working on the reduction of archival material in the Treasury Department and its outlying offices. Both of them, it may be added, are to study these procedures in Europe next spring.

Dr. C. C. Crittenden, in his report, has outlined certain immediate objectives for the Committee on the Publication of Archival Materials. The plan has been drawn up in consultation with the other members, Dr. Randolph G. Adams, Dr. Solon J. Buck and Dr. Luther H. Evans. Immediately, Dr. Crittenden feels, the committee should "stimulate and aid the publication of archival material. Throughout the country are vast quantities of such material which ought to be made available to the public in published form, and the com-

mittee should promote such an accomplishment in every way possible. Non-archival or partly non-archival manuscript collections ought to be included in this phase of the committee's work." He hopes that moral encouragement can be given, and that financial aid can be sought, from federal, state and local governmental units, from the foundations and from private individuals. A second immediate objective of that committee is the standardization of form for the publication of archival materials. Through the Historical Records Survey the committee has secured the services of Miss Porter Cowles, of the University of North Carolina Press, who has undertaken a project which it is planned will result in a manual of style.

The Society has a Committee on Motion Pictures and Sound Recordings, on which Mr. John G. Bradley, chairman, has enlisted the co-operation of Mr. John E. Abbott and Professor Frederick C. Packard. So far this group has only indicated that it might be a clearing house for the exchange of information. Its members are participating in various projects of other organizations in the motion picture field.

Mr. S. W. Boggs, chairman of the Committee on Maps and Charts, has begun his work by tackling the problem of definition. The first result is a request that the committee's name be simply the Committee on Maps. This and other phases of the report are concurred in by the other members, Dr. W. L. G. Joerg, Mr. Lloyd A. Brown and Miss Clara Egli. Mr. Boggs has outlined a number of problems in (1) the differences between archival maps and other archival materials, and (2) the differences between archival maps and non-archival maps. He proposes to have the committee explain these problems in an article or pamphlet to be prepared in the coming year.

In the last few months a Committee on Business archives has been appointed, with Mr. Oliver W. Holmes as chairman, and Dr. Henrietta Larson, Dr. William D. Overman and Dr. Herbert A. Kellar as members. The group has had little time for activity so far, but Mr. Holmes has suggested a nine-point program, including the collection of information on archival work on business records and of data on trade and management associations in their relation to record problems; the development of means to prevent wanton destruction of business records; and the stimulation of interest on the part of business organizations and officials.

The Society has had one other committee, a special one appointed to study the work of the Historical Records Survey. Due to the absence from the country of Dr. Waldo G. Leland, who was appointed chairman, no other members were named, and no report has been submitted.

In conclusion I would say that the membership and the work of the Society is gradually evolving from its commendably enthusiastic organizational period to a more substantial phase. It is apparent at this meeting that everyone present is here for a purpose. There is not only earnestness but real substance to the materials published in the *Proceedings* and THE AMERICAN ARCHI-

VIST. And the committees are gradually working into programs of study and production which will extend as continuing projects over a long period of time. I think the Society can well be pleased to have reached this stage so soon, but am sure that it must not relax its efforts in a spirit of complacency. It is still very young and still has many rough places to be smoothed out. In working toward that end, I wish to express my appreciation of the co-operation of all the members, and particularly of the officers and council members, the editor and the committee chairmen.

PHILIP C. BROOKS, *Secretary*

More than sixty members of the Society and others interested attended the joint luncheon held with the American Historical Association during the annual meeting of the latter organization in Chicago on December 29, 1938. Dr. Robert C. Binkley, of Western Reserve University, spoke on "Strategic Objectives of Archival Policy." He emphasized the need for recognition of the usefulness of historical records to the public as well as to the professional scholar, and emphasized the importance of the public relations of archival institutions. Dr. James A. Robertson, of the Maryland Hall of Records, presided over the meeting and led the discussion, which was largely devoted to business archives. Dr. William D. Overman, of the Ohio State Archaeological and Historical Society and a member of the Society's Committee on Business Archives, discussed the need of showing how business records can be used, and how business organizations can protect their own interests by preservation of records. Dr. Solon J. Buck, of the National Archives, pointed out that the makers of archives must be instructed as to how to select materials for preservation, and how to keep them. Others who took part in the discussion were Dr. James F. Kenney, director of research in the Public Archives of Canada; Miss Margaret C. Norton, of the Illinois State Archives; Dr. Thomas P. Martin, of the Library of Congress; Dr. Lester J. Cappon, of the University of Virginia; Dr. Edwin A. Davis, of Louisiana State University; Howard E. Colgan, of the Historical Records Survey; J. Edward Boell, of the Historical Records Survey; Miss Alice E. Smith, of the Wisconsin Historical Society; Prof. Theodore C. Pease, of the University of Illinois; and Dr. Philip C. Brooks, of the National Archives.

Four members of the Society of American Archivists attended the luncheon at the White House on December 10 at which President Roosevelt discussed his plans to give all his "correspondence, public papers, pamphlets, books, etc.," to the United States government upon his retirement from public life. Under the plan a building will be erected at Hyde Park, New York, to house the materials adequately, and the title to the building and its contents will be vested in the government, under the primary responsibility of the archivist of the United States, upon the passage of the necessary legislation by Congress.

The President stated that while he knew that the National Archives, the Library of Congress, the New York State Library, Harvard University and the New York State Historical Society would be glad to have the collection, he wished to have it placed where it would be kept intact and where he could work with it during his lifetime and assist in its maintenance. Members of the Society who were present at the luncheon were R. D. W. Connor, archivist of the United States and member of the council of the Society; Julian P. Boyd, librarian of the Historical Society of Pennsylvania and treasurer of the Society; Alexander C. Flick, state historian of New York; and Randolph G. Adams, director of the William L. Clements Library.

THE NATIONAL ARCHIVES

The Archivist of the United States announces the appointment of Vernon D. Tate, formerly chief of the Division of Photographic Reproduction and Research, as chief of the new professional Division of Photographic Archives and Research and the resignation of G. Leighton LaFuze, formerly in the Division of Classification, to accept a position as professor of history and political science in the John B. Stetson University. Emmett J. Leahy, of the Division of Treasury Department Archives, is making a round-the-world tour, during which he will study the archival activities of various foreign countries.

Among noteworthy groups of records recently received by the National Archives from the Adjutant-General's Office are correspondence and other papers of the secretary of war and of the headquarters of the Army, 1800-1903; original records of discontinued military posts, units and geographical commands, 1835-1912; original muster rolls, 1818-1865, and strength returns, 1812-1898, of volunteer troops in various wars; manuscript documents and maps used in compiling the *Official Records of the Union and Confederate Armies*; and records of the Bureau of Refugees, Freedmen, and Abandoned Lands, 1865-1872. A selection of military maps and maps resulting from geographical explorations and surveys, most of which fall between 1789 and 1894, is in process of transfer from the Office of the Chief of Engineers.

The transfer of most of the records of the Office of Indian Affairs through 1921, with some series extending through 1936, has now been completed. Received with this material were records of the former Alaska Division of the Office of Education, 1883-1931, and of the Board of Indian Commissioners, 1869-1933. Other recent transfers include records of the Bureau of the Mint and of its predecessor, the United States Mint, 1792-1932; national bank examiners' reports with related correspondence, 1863-1930, and records relating to Federal Reserve notes and currency, 1914-1936, from the Office of the Controller of the Currency; correspondence and other papers from the Office of the Secretary of Agriculture, 1879-1930; practically all the records of the Forest Service, 1898-1915, including the significant "Pinchot files";

correspondence of the Hydrographic Office of the Navy Department, 1862-1925; and records of the United States Shipping Board relating to harbor facilities, protection against submarines, co-operation with Allied nations, recruiting of merchant sailors, litigation and administrative matters, 1917-1925.

Among the records in the custody of the National Archives are many millions of folded documents that should be unfolded and flattened to prevent unnecessary wear. To speed up this work on the old pension records received from the Veterans' Administration, a Works Progress Administration project employing over 350 workers has been set up; and during the first month of its operation over a million and a half documents were treated.

As a method of training and stimulating the interest of members of the staff of the National Archives, that institution has inaugurated a series of inter-office informational circulars known as the "Staff Information Circulars." They will be issued from time to time and will deal with archival history and economy in general and the National Archives in particular. The writing of experts both within and without the institution will be drawn upon. The first issue contains an article on "Archival Training in Prussia" and as supplements a decree concerning admission to the archival service by the Prussian *Staatsarchiv* and the regulations of the Prussian Institute for Archival Science and for Advanced Studies in the Historical Sciences. This material was translated by Dr. Andrew C. Albrecht of the Historical Records Survey staff.

The three-day holiday meeting of the Pacific Coast Branch of the American Historical Association, scheduled to open at Stanford University, California, on December 28, 1938,¹ included in its program a joint conference of organizations interested in state and local historical study. The desire for such a meeting was an outgrowth of the new interest in local history that has been stimulated by the activities of the Historical Records Survey. The meeting was called on the initiative of Lieutenant Colonel J. M. Scammell, field supervisor of the Historical Records Survey.

It was expected that as part of the program Major General Albert J. Bowley, commanding general of the Ninth Corps Area, would describe the activities of the Survey of Federal Archives for Northern California, which is at work on a history of the area under his jurisdiction. General Bowley was instrumental in establishing this project and his interest in the archives under his control has contributed much to its success. In order to facilitate the necessary research for the project General Bowley has allowed records from outlying posts in his area to be brought in to headquarters at the Presidio, where they are available to Survey investigators. The ambitious nature of this work, using the

¹THE AMERICAN ARCHIVIST went to press before a report of this meeting could be secured.

military and civil archives of an extensive area as source material for a history, has already attracted nation-wide attention.

This meeting is expected to stimulate interest in local historical studies and encourage amateur historians to realize upon their opportunities.

The appointment of William J. Van Schreeven as principal archivist in the Virginia State Library has been announced. Mr. Van Schreeven, who has been in the Classification Division of the National Archives for two and a half years and has pursued graduate studies in history at Columbia University, began his duties at Richmond on January 1, 1939.

ABSTRACTS OF ARCHIVE PUBLICATIONS

WESTERN EUROPE

Archivalische Zeitschrift

Volume 41 (1932)

ERDMAN, CARL, Vatikanische Analekten zur Geschichte Ludwigs des Bayern (Analecta Vaticana for the history of Louis the Bavarian). A. Z. 41:1-47 (1932).

The *Assistent am Preussisch-Historischen Institut* at Rome presents an inventory of 129 documents pertaining to German history of the fourteenth century. The inventory is well annotated and supplied with an index and bibliography of other publications concerning this collection of documents.

BOCK, FRIEDRICH, Der älteste Kaiserliche Wappenbrief (The oldest imperial letter of heraldry). A. Z. 41:48-55 (1932).

An analysis and description of this letter dated February 8, 1338. A copy found recently in the Geheime Hausarchiv at Munich led to the discovery of the original in Biblioteca comunale at Bologna.

WALTER, ANTON JULIUS, Die echten und die gefälschten Privilegien des Stifts St. Florian und ihre Stellung in der Verfassungsgeschichte (The authentic and the forged charters of the St. Florian chapter-house and their relation to constitutional history). A. Z. 41:56-105 (1932).

A detailed account of these forgeries and their historical background by the *Wissenschaftlicher Beamter an des Nationalbibliothek* at Vienna. The forgeries illustrate a phase of the contest between secular and ecclesiastical authorities in the thirteenth century.

THEIL, VICTOR, Papiererzeugung und Papierhandel vornehmlich in den deutschen Ländern von den ältesten Zeiten bis zum Beginn des 19. Jahrhunderts. Ein Entwurf (Paper manufacturing and merchandising from the most ancient times until the beginning of the nineteenth century in the German speaking countries. An outline). A. Z. 41:106-151 (1932).

The author treats practically every aspect of his subject except prices. Special emphasis is placed on the shortage of raw material in the paper industry.

DEMETER, KARL, and PANTLEN, HERMANN, Grundsätzliches zur Aufbewahrung und Kassation moderner Wirtschaftsakten. Zwei Vorträge aus dem Reichsarchiv (Fundamental principles in the preservation and sifting of modern economic records. Two lectures delivered at the Reichsarchiv). A. Z. 41:152-166 (1932).

Dr. Demeter, *Archivrat*, assigns the rapid accumulation of economic records to increasing governmental control of private industry. He suggests that the material be classed in four divisions: descriptive, critical, decisional and purely official. *Archivrat* Pantlen considers the problem of sifting. He states that the material should be considered from the point of view of both general history and the history of localities, industries and single firms. Again, the question whether the documents contain direct, first-hand information or summarizations made from direct evidence should be taken into account. Finally the material should be considered from technological as well as general economic aspects.

ROGGE, HELMUTH, *Zeitgeschichtliche Sammlungen als Aufgabe moderner Archive* (The collection of contemporary material as a task for the modern archival establishment). A. Z. 41:167-177 (1932).

Archivrat Rogge emphasizes the value of collections of contemporary materials such as have been collected at the Reichsarchiv. He contends that the archivist's duty compels him to collect handbills, posters and other material which may reveal the forces operating in contemporary society.

GLÜCK, PAUL, *Graphologie und Geschichtsforschung* (Graphology and historical research). A. Z. 41:178-194 (1932).

The *Staatsarchivdirektor* of Bamberg claims that signatures, when studied scientifically, disclose traits of personality and also enable the archivist to detect forgeries. He urges that signatures be reproduced in special volumes and made accessible to research workers.

STOIS, MAX, *Das Recht des Staates an privaten Archivalien* (The state's right to archival material in private possession). A. Z. 41:195-215 (1932).

The *Staatsoberbibliothekar* at Munich describes the decrees of the various German provinces which protect all objects of important scientific, historical and artistic value. However, he notes that, because of the vagueness in definitions, the decrees have never been applied in a definite manner.

BERGMANN, ALFRED, *Warum ist Christian Grabbe nicht lippischer Archivar geworden?* (Why didn't Christian Grabbe become the archivist of Lippe?) A. Z. 41:216-237 (1932).

The *Bibliothek am Goethe- und Schillerarchiv* at Weimar states that the poet Grabbe was disqualified as an archivist in 1826 as a result of the efforts of German scholars to have the position placed under some civil servant who had completed his professional training.

LINVALD, AXEL, *Das Archivwesen Dänemarks* (Archive economy in Denmark). A. Z. 41:238-281 (1932).

A survey of the origin and development of archival practice in Denmark by the *Raadstuearkivar* of Copenhagen. The survey is in five sections: history, organization, administration, arrangement and municipal archives of Copenhagen.

MEISNER, HEINRICH OTTO, *Internationale Archivorganisationen* (International archival organizations). A. Z. 41:282-289 (1932).

Staatsarchivrat Meisner of Berlin-Dahlem discusses the various international meetings of archivists held since the first international congress of librarians at Paris in 1900. The greater part of the article is devoted to the work of the "Committee of Nine," a group of expert archivists established in 1931 by the International Committee on Intellectual Co-operation of the League of Nations. The most important problems dealt with by the committee are the following: uniform terminology, the publication of a *Guide Internationale des Archives*, the exchange of archival news and reference tools, the accessibility of archives and the requirements for admission of researchers to the archives.

KUPKE, GEORG, *Die Inventarisierung der nichtstaatlichen Archive in der Provinz Pommern* (Inventorying the nongovernmental archives of Pomerania). A. Z. 41:290 (1932).

A brief description of the work of an historical commission in the province which

is engaged chiefly in preparing inventories of church records. The article is by the *Staatsarchivrat a. D. Stettin*.

SCHMIDT-EWALD, WALTER, Der gegenwärtige Stand der sächsisch-thüringischen Archivgeschichtsforschung (The status of research relative to the history of the archives of Saxony and Thuringia). A. Z. 41:290-293 (1932).

The *Staatsarchivrat* briefly outlines the history of the archives in these provinces. The situation is unusually intricate because the authorities which originated the archives were the many petty sovereigns of almost countless principalities.

KRIEG, THILO, Zur Geschichte des Coburger Landesarchiv (On the history of the provincial archives of Coburg). A. Z. 41:293-296 (1932).

The *Vorstand* of the *Coburger Landesarchiv* describes the large collection of letters (1770-1905) written by the leading families of the duchy of Saxe-Coburg-Gotha. He calls attention to other material in his establishment and the permanent exhibition which includes material covering the period 1169-1913.

GRANZIN, MARTIN, Das Torgauer Stadtarchiv (The municipal archives of Torgau). A. Z. 41:296-297 (1932).

Stadtarchivar Granzin calls attention to the valuable material in this repository which consists of municipal registers, council proceedings, bills, statutes and tax lists in practically complete series from the sixteenth century.

HELLEINER, KARL, Fortschritte im kommunalen Archivwesen Österreich (Advance in the communal archive economy of Austria). A. Z. 41:297-299 (1932).

According to the *Stadtarchivar* of St. Polten, the local governments of Austria are becoming increasingly interested in caring for their archives. Instead of forwarding them to a central repository the archives are administered, in some localities, by itinerant experts.

BRACKMANN, ALBERT, Die deutschen Stadtarchive (The German municipal archives). A. Z. 41:299-303 (1932).

The *Generaldirektor* of the *Preussische Staatsarchive* emphasizes the value of municipal records to students of government and administration as well as to local historians. He emphasizes the need for the strict compliance with rules requiring the deposit of noncurrent records. He warns against the tendency to make the archives an adjunct of the library or museum; each municipality should have an independent archival administration.

SCHÖFFEL, PAUL, XI. Deutschland. A. Z. 41:304-07 (1932).

The title indicates that Schöffel, the *Archivassessor* of Munich is to review German archival literature. However, the article is a review of the *Archivstudien* in honor of Woldemar Lippert which was described in the April issue of this journal (pp. 104-106).

The remainder of this volume of the *Archivalische Zeitschrift* (pp. 309-328) consists of a number of memorials in honor of deceased archivists.

ANDREW C. ALBRECHT

ABSTRACTS OF ARCHIVE PUBLICATIONS

EASTERN EUROPE

Czechoslovakia

Časopis Archivní školy (Journal of the Archives School) is the official journal of the State Archives School (*Státní Archivní škola*), conducted by the Czech State Archives (*Archiv Země České*) in Prague. This journal is published under the auspices of the Ministry of Schools and Public Education (*Ministerstvo školství a Národní Osvěty*) and the Czech Academy of Arts and Sciences (*České Akademie Věd a Umění*) and is also the official organ of the Society of the Archives School (*Společnost Archivní školy*), which was founded April 7, 1923. The publishing of an archival journal appears in the constitution of the society as one of its aims. The organization of the society and the archival training course are patterned after those of the French *École des Chartes*, and *La Société de l'École royale des Chartes*; and the journal is similar to the French journal, *Bibliothèque de l'École des Chartes*.

Časopis Archivní školy, XII (1934)

The first number of this journal appeared in 1923 as an annual. The captioned issue, published in 1936, is the latest copy procurable in the United States. The table of contents shows that it is composed of four main parts: I. Articles (*Clánky*), consisting of historical studies based on archival material; II. Literature (*Literatura*), consisting of book reviews; III. Summaries and Abstracts (*Přehledy a Výtahy*), consisting of analyses and abstracts of archival journals; and IV. Reports (*Zprávy*), consisting of reports of archival activities made by archivists and directors of various national, provincial and municipal archival establishments of Czechoslovakia, as well as news notes regarding archival activities, publications and archivists of other countries. This last section is, by far, the most interesting to American archivists.

I ARTICLES

BARTOŠ, F. M., *Zápisky v breviáři kněze Antocha z Přelouče z let 1422-1432* (Notes in the breviary of the priest Antoch of Přelouč for the years 1422-1432). Pp. 99-110.

MATOUŠ, BOHUSLAV, *Státní konference* (State conference, 1809-1848). First installment. Pp. 1-62.

ROUBÍK, FRANTIŠEK, *Pokus o soupis archivů v Čechách r. 1848* (Experience in inventorying archives in Bohemia in the year 1848). Pp. 90-98.

This article gives a short history and a résumé of the results of the survey of archives conducted in 1848 in Bohemia by the historico-philology faculty (established in 1846) of the Vienna Academy of Arts and Sciences.

TRÍSKA, KAREL, *Černínský archiv v Jindřichově Hradci* (The Cernin archives in the Jindrich Castle). Pp. 63-90.

A history and description of this collection of archives, some of which date from the fourteenth century.

II BOOK REVIEWS

BATTELI, JULIUS, ed., *Exempla scripturarum*, v. 3, *Acta Pontificum*, Vatican Library, 1933. 36 pp., 40 illus. Reviewed by Zdeněk Kristen, pp. 111-115.

GROSS, LOTHAR, *Die Geschichte der deutschen Reichshofkanzlei von 1559 bis 1806*. Vienna, 1933. 498 pp. Reviewed by Josef Matoušek, pp. 116-129.

SCHOLZ, RICHARD, ed., *Marsilius von Padua. Defensor pacis*. Hannover, Hahn, 1932. 639 pp. Reviewed by F. M. Bartoš, pp. 129-133.

III SUMMARIES AND ABSTRACTS

Archeion, XII (1934). Summarized and abstracted by Em. Janoušek, pp. 133-140.

Archivalische Zeitschrift, IX-X (1934). Summarized and abstracted by Miloslav Volf, pp. 140-149.

Archiv Radjanskoj Ukrainy (Archives of Soviet Ukraina), 1-3 (1932), 6-7 (1933). Summarized and abstracted by Miloslav Volf.

Historico-archival journal of the Central Archival Administration of U. S. S. R., published in Charkov since 1923.

IV REPORTS

MARŠAN, ROBERT, *Za studiem českých prameň historických v archivech lucemburských* (A study of Czech historical sources in the Luxembourg archives). Pp. 154-159.

A study of and a guide to Czech historical materials in four archival establishments of Luxembourg: (1) State Archives (Archives du Gouvernement), (2) historical section of the Institut Grand-Ducal de Luxembourg, (3) manuscript division of the National Library and (4) the municipal archives of Luxembourg.

JANOUŠEK, EM., *Další správy o patrimoniálních archivech* (More reports on patrimonial archives). Pp. 159-170.

A report on the condition, preservation, arrangement, inclusive dates and descriptions of patrimonial archives in various sections of Czechoslovakia, which were surveyed during 1934 by and are under the jurisdiction of the Czechoslovak State Archives of Agriculture (Ceskoslovenský Státní Archiv Zemědělský).

JENŠOVSKÝ, BEDŘICH, *Ze státní školy archivní* (From the State Archives School). Pp. 170-173.

A detailed report of the director of the State Archives School on the sixth archival course completed in July, 1934, giving the names of the faculty and students, the subjects taught and the curriculum for each of the three years comprising the full archival training course as set up in this school. The course of training was reorganized in 1934, at the behest of the Society of the Archives School in co-operation with the Czechoslovak Museum Association, to include training for museum service by adding such subjects as pre-historic archeology, history of art and historical archeology, Czech numismatics and museum economy.

PROKEŠ, JAROSLAV, *Z archivu ministerstva vnitra v Praze* (From the archives of the Ministry of Internal Affairs in Prague). Pp. 173-175.

A report of the activities during 1934 in the archives of the Ministry of Internal

Affairs, giving changes in personnel, rearrangement, inventorying and cataloguing of records, official publications and professional activities of the staff.

JENŠOVSKÝ, BEDŘICH, *Z archivu země České* (From the Czech State Archives). Pp. 175-180.

The title of this institution was changed in 1934 from *Zemský Archiv Český* to *Archiv země České*. The official report by the director of the Czech State Archives gives a description of the new archives building completed in 1933, which is considered one of the most modern in Europe; the removal of records and administrative offices into the new building, which will entail considerable reinventorying and recataloguing; changes in personnel; the heuristic survey being conducted in Italian, Spanish, Austrian, German and the Vatican archives for Czech historical sources (reproductions or copies of these discovered archives are being made and collected to complete Czech collections); repair and preservation methods; research and reference service; and repair and preservation work. No publications were issued during the year because of the work entailed in moving into the new building. The State Archives School is now housed in the new building of the Czech State Archives.

MORÁVEK, J., *Z archivu Pražského hradu* (From the Municipal Archives of Prague). Pp. 180-181.

This is an official report for the years 1930-1934, giving a detailed statistical report and descriptions of records, maps and charts, photographs, and books accessioned; a discussion of the reproduction of records for the use of searchers, the binding, inventorying and indexing of records; and a list of historical studies published during 1930-1934, which were based on records preserved in this archival establishment.

MACHÁČEK, FR., *Archiv města Plzně* (Municipal Archives of Pilsen). Pp. 182-185.

This is the first report for this establishment since 1926. The accessioning, reorganization, inventorying, cataloguing and use of records; a new method of filing and preserving parchment documents; the activities of the division of manuscripts and literary monuments; and the professional and educational activities of the staff are reported in detail.

ČEPELÁK, VÁCLAV, *Archiv města Hořovic* (Municipal Archives of Hořice). Pp. 185-188.

A report of the archival program in progress in the Municipal Archives of Hořice, with a description of the records, seals, books and manuscripts housed there, which in some cases date from the thirteenth century.

JENŠOVSKÝ, BEDŘICH, *Z Československého ústavu historického v Římě* (From the Czechoslovak Historical Institute in Rome). Pp. 188-192.

This institute was established in 1921 and is directed by a commission appointed for five years by the Ministry of Schools and Public Education. The report for the years 1930-1934 gives the names of receivers of stipends, the subjects of research, and the status, results and publications of special studies. The special reference library of the institute in Rome in 1934 consisted of 5,900 volumes.

Třetí říše a archivy (The Third Reich and the Archives). Pp. 192-193.

A brief explanation of the role of archives in verification of Aryan racial purity of government officials, doctors, attorneys, etc., called for by German laws passed during 1933. *Hamburg im Dritten Reich*, a pamphlet published by the Hamburg

State Archives, is designed to serve as a guide in genealogical research. Of a staff of thirty-two in this particular institution, nineteen are engaged in making genealogical searches, for which prices are quoted.

Nařízení mad'ar. králoského ministerstva kultu a vyučování č. 9,300/1935-III. (Ordinance of the Magyar Royal Ministry of Culture and Religion, No. 9,300/1935-III). P. 193.

Abstract of Ordinance No. 9,300/1935-III, passed January 19, 1935, relating to museum, library and archival administration.

LANDAU, BORIS, Die moskauer Diplomatie an der Wende des XVI. Jahrhunderts. *Jahrbücher für Kultur und Geschichte der Slaven*, x (1934), pp. 100-144.

FELDMANN, PAUL DIELS-FRITZ, Reste eines handschriftlichen und eines gedruckten čechischen Kancionalis. *Ibid.*, pp. 163-174. Reviewed by Miloslav Volf, pp. 193-195. Luigi Schiaparelli. Pp. 195-200.

A life sketch of the eminent Italian archivist and founder of the *Scuola per Bibliotecari ed Archivisti paleografie*, at the University of Florence, who died January 26, 1934. A detailed bibliography of Schiaparelli's archival publications is included.

Kardinál Franz Ehrle. Pp. 200-202.

A life sketch of Cardinal Franz Ehrle, former prefect of the Vatican Library and cardinal archivist and librarian of the Curia Romana, who died March 31, 1934.

Z Československé archivní společnosti (From the Czechoslovak Archival Society). Pp. 202-207.

A report of the activities of the society during the years 1933-1934 in such matters as theoretical and practical archival economy, the organization and preservation of manuscript materials, recommendations for the reorganization of the curriculum of the State Archives School, co-operation with the Czechoslovak Museum Association and the safeguarding of patrimonial archives under the jurisdiction of the Czechoslovak State Archives of Agriculture. The report also lists the authors and titles of papers read at regular meetings of the society.

OLGA P. PALMER